

**MEMORANDUM**  
**COUNTY OF PLACER**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager 

DATE: April 3, 2007

SUBJECT: Approve the Renewal of Negotiated Blanket Purchase Order No. 13686 with Diamond Pacific in Accordance with Section 7.2 of the Purchasing Policy Manual for Building Materials in the Maximum Amount of \$80,000.00

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**ACTION REQUESTED**

Approve the renewal of Blanket Purchase Order (BPO) No. 13686 with Diamond Pacific of Auburn, California, for the purchase of building materials for the Facility Services Department in the maximum amount of \$80,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

**BACKGROUND**

The Department of Facility Services requires materials for building maintenance and minor repairs. In the past, a negotiated agreement was established with Diamond Pacific for building materials. Geographic location in relation to Facility Services' operations and/or ability to deliver to the department's job sites are essential to acquiring the materials in an expedient and effective manner. Section 7.2 of the Purchasing Policy Manual permits the negotiation of agreements based on geographic location, as an exception to competitive bidding.

Facility Services has requested to renew the agreement with Diamond Pacific. Diamond Pacific has agreed to renew the agreement at the exact same discounts and terms. Upon your Board's approval, the resulting BPO shall be effective April 3, 2007 through March 31, 2008.

**FISCAL IMPACT**

The BPO resulting from this recommendation will total \$80,000.00. Facility Services budgets sufficiently for these expenditures on a year by year basis.

cc: Valerie Bayne, Facility Services

