

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

TO: Honorable Board of Supervisors  
FROM: David Seward, Purchasing Manager   
DATE: July 10, 2007  
SUBJECT: Approve the Award of Competitive Bid No. 9680 to Capital City Carpet for the Provision and Installation of Floor Covering in the Maximum Amount of \$175,000.00

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**ACTION REQUESTED**

Approve the award of Competitive Bid No. 9680 to Capital City Carpet of Sacramento, CA, for the provision and installation of floor covering as needed for the Department of Facility Services in the maximum amount of \$175,000.00, and authorize the Purchasing Manager to sign the resulting blanket purchase order (BPO).

**BACKGROUND**

The Department of Facility Services requires a contractor to furnish and install floor covering products as needed for various projects throughout the year. Bids were solicited in accordance with the Public Contract Code and advertised twice in the Auburn Journal. There were no addenda to this bid. Capital City Carpet and Contract Furnishings, the only two bidders that responded to the bid, had total reference prices of \$1,028.99 and \$1,763.27, respectively. The reference prices are the result of a bid evaluation based on the summation of unit prices for furnishing and installing various floor covering, removal of existing floor covering, carpet repair, plus a roundtrip travel charge for jobs in the Truckee/Tahoe area. Based on the bid evaluation results, Capital City Carpet is the low bidder. A complete bid evaluation is contained in the bid file as Exhibit A.

Upon your Board's approval, the resulting BPO shall be effective July 10, 2007 through June 30, 2008.

**FISCAL IMPACT**

At Facility Services' request, the BPO resulting from this recommendation will be in the maximum amount of \$175,000.00, which exceeds the prior BPO by \$22,000.00. The Facility Services Department has budgeted sufficiently for these routine expenditures in Fiscal Year 2007/08.

cc: Dan Olsen, Supervising Buildings Crafts Mechanic, Facility Services  
Valerie Bayne, Budget and Fiscal Operations Manager, Facility Services

