

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

TO: Honorable Board of Supervisors  
FROM: Jim Boggan, Purchasing Manager *JB*  
DATE: June 24, 2008  
SUBJECT: Approve the Award of Competitive Bid No. 9815 to Capitol Clutch and Brake, Inc. for Clutch and Brake Parts and Services in the Total Aggregate Amount of \$85,000.00

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**ACTION REQUESTED**

Approve the award of competitive Bid No. 9815 to Capitol Clutch and Brake, Inc. for clutch and brake parts and services in the total aggregate amount of \$85,000.00, and authorize the Purchasing Manager to sign the resulting Blanket Purchase Orders (BPOs).

**BACKGROUND**

The Procurement Services Division, on behalf of the Department of Public Works/Fleet Services Division and Placer County Fire, solicited bids for clutch and brake parts and services for the Western Placer County area on an as needed basis. Twenty-five vendors were notified by mail of Invitation for Bid (IFB) No. 9815 which was also posted on the County's website. Bid responses were received from the following vendors: Capitol Clutch and Brake, Inc of West Sacramento, CSK Auto of Fair Oaks, Downtown Ford of Sacramento, Fleet Pride of West Sacramento, Sacramento Kenworth of Sacramento, and Western Truck Parts and Equipment of Sacramento.

Bid evaluation considered the lowest reference bid total, applicable sales tax, local vendor preference, early payment discount, and compliance to specifications. No registered Placer County local vendors responded to this Bid. Capitol Clutch and Brake was the lowest priced responsive bidder.

**FISCAL IMPACT**

The BPOs resulting from this recommendation will provide clutch and brake parts and services for the Placer County Departments in the total aggregate amount of \$85,000.00. The BPO amounts will be as follows: DPW in the maximum amount of \$55,000.00 and Placer County Fire in the maximum amount of \$30,000.00. The Departments' Fiscal Impact Statements are attached.

Attachments: A - DPW Fiscal Impact Statement  
B - Office of County Executive Fiscal Impact Statement

cc: Chuck Gordon, DPW, Fleet Services  
Cynthia Taylor, DPW, Administration  
Greg Guyan, Placer County Fire  
Linda Oakman, CEO Administration

# MEMORANDUM

DEPARTMENT OF PUBLIC WORKS  
County of Placer

TO: Honorable Board of Supervisors

FROM: Ken Grehm, Director

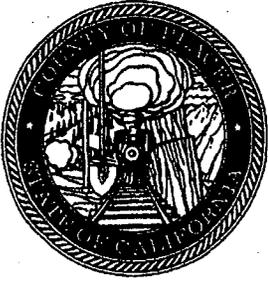
DATE: April 8, 2008

SUBJECT: **Fiscal Impact Statement**  
RQ047394 - BPO with Capital Clutch and Brake.

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Sufficient funding has been budgeted in the amount of \$55,000 in the FY 2007-08 Fleet Services budget.

RQ047394 Fleet Fiscal Stmt.doc



**COUNTY OF PLACER**

**OFFICE OF  
COUNTY EXECUTIVE**  
THOMAS M. MILLER, County Executive Officer

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175 FULWEILER AVENUE / AUBURN, CALIFORNIA 95603  
TELEPHONE: 530/889-4030  
FAX: 530/889-4023  
www.placer.ca.gov

TO: Honorable Board of Supervisors

FROM: Linda Oakman, Administrative Services Manager *WPO*

DATE: June 3, 2008

SUBJECT: **Fiscal Impact Statement**  
RQ0047516 for Capitol Clutch BPO for Fire

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The requisition amount is \$30,000. The department has budgeted correctly for this purchase and funding is available in the current and future fiscal year's budgets.

