

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager *BW*

DATE: December 13, 2011

SUBJECT: Approve the Renewal of a Blanket Purchase Order Awarded from a State of California Competitive Contract with Voyager Fleet Systems, Inc. for Credit Card Fuel Purchases in the Maximum Amount of \$245,000.00

ACTION REQUESTED

Approve the renewal of a Blanket Purchase Order (BPO) awarded from a State of California competitive contract with Voyager Fleet Systems, Inc. of Houston, Texas for credit card fuel purchases in the maximum amount of \$245,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

Voyager fuel credit cards, administered by the Department of Public Works (DPW), are used for fueling County owned and lease vehicles when staff is unable to utilize one of the County Card Lock fuel facilities located within the Auburn, Rocklin/Loomis, and Roseville/Lincoln areas. Voyager was awarded a contract by the State of California through April 30, 2012, as a renewal of a competitive bid. DPW administers the County's fuel card program with Voyager and requests a five-month renewal of BP018341 with Voyager. Purchasing Policy Manual Section 1.3(e)(3) permits contracting with a vendor that was awarded an agreement by another public agency as the result of a competitive process without further competitive bidding by Placer County.

There are significant advantages to using the Voyager system. First, drivers may purchase fuel at most service stations nationwide. Voyager consolidates all of these charges into one monthly statement to DPW and County departments reimburse DPW for card usage. Second, the Voyager system interfaces with the County's "Fleet Anywhere" fleet and fuel management system. This enables the County departments to use the Voyager cards at the County's Card Lock fuel facilities, thus reducing the number of Card Lock fuel cards required. Finally, the County is exempt from federal excise tax and the Voyager system removes this tax from each monthly invoice before billing the County. This saves the County \$0.184 per gallon for gasoline fuel and \$0.244 per gallon for diesel fuel.

FISCAL IMPACT

The BPO resulting from this recommendation will total \$245,000.00 and will be effective from December 1, 2011 through April 30, 2012. DPW's Fiscal Impact Statement is attached.

Attachment: DPW Fiscal Impact Statement

cc: Cynthia Taylor, Public Works Senior Administrative Services Officer
Chuck Gordon, Public Works Manager-Fleet Operations

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MEMORANDUM

DEPARTMENT OF PUBLIC WORKS
County of Placer

TO: Honorable Board of Supervisors

FROM: Ken Grehm, Director

DATE: December 13, 2011

SUBJECT: **Fiscal Impact Statement**
Purchase of Credit Purchase of Fleet Fuel: RQ053653 Voyager Fleet Systems BPO

Sufficient funding has been budgeted in the amount of \$245,000 in Fleet Services FY2011/12 budget.

RQ053653 Voyager Fleet Systems BPO Fiscal Stmt.doc