

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager *BW*  
DATE: September 24, 2013  
SUBJECT: Card Lock Fuel Services – Mel Dawson Inc. Doing Business As Dawson Oil Company

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**ACTION REQUESTED**

1. Approve the renewal of a competitively awarded blanket purchase order (BPO) with Mel Dawson Inc. doing business as Dawson Oil Company of Rocklin (CA) for card lock fuel services in the maximum amount of \$220,500, funded by Fleet rate, direct charge customer, and Transit Development Act revenues with no net County cost, for the period of October 1, 2013 through September 30, 2014, and authorize the Purchasing Manager to sign the resulting blanket purchase order.

**BACKGROUND**

The Department of Public Works Fleet Services Division (DPW) requires an annual BPO for card lock fuel service for unleaded gasoline and #2 diesel fuel on an as-needed basis in the Auburn, Rocklin, and Loomis areas. On September 11, 2012, your Board approved the first renewal of competitive Bid No. 10112. The resulting BPO with Dawson Oil Company expires on September 30, 2013.

DPW submitted a request to renew the BPO for another one-year term. Dawson Oil Company agreed to renew at the same pricing and terms. Section 15 of the General Terms and Conditions of Bid No. 10112 allows for the renewal of the existing agreement on a year-to-year basis upon the successful negotiation of the renewal pricing and terms. Placer County Purchasing Policy Manual Section 1.3(o) also allows for the renewal of a contract based on the vendors' satisfactory contract performance.

**FISCAL IMPACT**

Upon your Board's approval a BPO will be awarded to Dawson Oil Company in the maximum amount of \$220,500 and will be effective for the period of October 1, 2013 through September 30, 2014. DPW's Fiscal Impact Statement is attached.

Attachment: DPW's Fiscal Impact Statement

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

# MEMORANDUM

DEPARTMENT OF PUBLIC WORKS  
County of Placer

TO: Honorable Board of Supervisors

FROM: Ken Grehm, Director

DATE: September 24, 2013

SUBJECT: **Fiscal Impact Statement**  
RQ057280 / BP020147 Dawson Oil

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1. Approve the annual Cardlock Fuel BPO with Dawson Oil in the aggregate amount of \$220,500.00 funded by revenue collected from Fleet rate customers, Fleet direct charge customers and Transit Development Act, with no net county cost, for the period of FY 2013-14 and FY 2014-15, and authorize the Purchasing Manager to sign the resulting Blanket Purchase Order.