

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *BW*
DATE: January 21, 2014
SUBJECT: Herbicides and Fertilizers – Various Vendors

ACTION REQUESTED

1. Approve the annual renewal of competitively awarded blanket purchase orders with Crop Production Services, Inc. of Loveland, CO, Helena Chemical Company of Chico, CA, and John Deere Landscapes, Inc. of Rocklin, CA for herbicides and pesticides in the maximum aggregate amount of \$82,000, funded in the departments' FY 2013-14 budgets for these expenses resulting in no additional net county cost, for the period of January 1, 2014 to December 31, 2014, and authorize the Purchasing Manager to sign the resulting blanket purchase orders.

BACKGROUND

The Facility Services and Public Works departments purchase herbicides and fertilizers on an as-needed basis to perform landscaping tasks in support of their operations. On December 11, 2012, your Board approved the one-year renewal of blanket purchase orders (BPOs) as a result of competitive Bid No. 10117 with Crop Production Services, Helena Chemical Company, John Deere Landscapes, and Wilbur-Ellis Company for these products. The executed BPOs expired on December 31, 2013.

Crop Production Services, Helena Chemical Company, and John Deere Landscapes agreed to renew their BPOs with pricing remaining unchanged for 13 out of 17 products. Due to the magnitude of the proposed price increases for grass seeds and low usage of the Wilbur-Ellis BPO over the last two years, Procurement Services recommends that this BPO not be renewed. The departments have reviewed the vendors' pricing and concur with Procurement Services' recommendation. Purchasing Policy Manual Section 1.3(o) allows the renewal of contracts if it is deemed to be in the best interest of the County based on satisfactory service, reasonable prices, and if it makes good business sense.

Your Board's approval is required to proceed with new one-year BPOs in the maximum aggregate amount of \$82,000 and to authorize the Purchasing Manager to sign the resulting BPOs and transfer funds between BPOs.

FISCAL IMPACT

Upon your Board's approval, BPOs will be awarded to Crop Production Services, Helena Chemical Company, and John Deere Landscapes in the total maximum aggregate amount of \$82,000 for the period of January 1, 2014 through December 31, 2014. Each department is responsible for budgeting properly for its own expenditures.

cc: Valerie Bayne, Administrative Services Manager – Facility Services
Cynthia Taylor, Senior Administrative Services Officer – Public Works

249

