

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: June 3, 2014
SUBJECT: Generator Maintenance – California Generator Service

ACTION REQUESTED

1. Approve the renewal of a competitively awarded blanket purchase order with California Generator Service of San Leandro, CA, for generator inspection, preventative maintenance, and repair services in the maximum amount of \$150,000, funded by Facility Services' Sewer Maintenance Districts, Sewer County Service Areas, and Building Maintenance budgets with no new net County cost, for the period of July 1, 2014 through June 30, 2015;
2. Approve the option to renew for one additional one-year term as long as the renewal amount does not exceed 10 percent of the recommended contract amount of \$150,000; and
3. Authorize the Purchasing Manager to sign the resulting blanket purchase orders.

BACKGROUND

The Department of Facility Services has a continuing need for generator inspection, preventative maintenance, and repair services in support of the department's maintenance operations. On June 18, 2013, your Board approved the award of competitive Bid No. 10227 to California Generator Service and authorized the Purchasing Manager to sign the resulting blanket purchase order (BPO) effective June 18, 2013 through June 30, 2014.

The department has requested to renew the BPO at an amount \$25,000 over the current BPO amount due to the generators that were added to the BPO over the past year and the increased frequency of repairs. The vendor has agreed to renew for another year at the exact same pricing and terms. Section 15 of the bid's General Terms and Conditions allows for the renewal of this BPO based on the vendors' satisfactory performance. The resulting BPO will be effective from July 1, 2014 through June 30, 2015.

Your Board's approval is required to proceed with a new one-year BPO in the maximum amount of \$150,000 and to authorize the Purchasing Manager to sign the resulting BPO.

FISCAL IMPACT

Upon your Board's approval, a new BPO will be issued to California Generator Service in the maximum amount of \$150,000 for the period of July 1, 2014 through June 30, 2015. The department has budgeted appropriately for these services in the department's FY2014-15 budget.

cc: Valerie Bayne, Administrative Services Manager - Facility Services

