

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
DATE: June 17, 2014  
SUBJECT: Street Sweeping and Vector Services – Szeremi Sweeping Service

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**ACTION REQUESTED**

1. Approve the award of competitive Bid No. 10344 to Szeremi Sweeping Service of Rocklin, CA for street sweeping and vector services on an as-needed basis on behalf of the Department of Public Works Road Maintenance Division in the maximum amount of \$65,000, funded by the department's annual budget with no new net County cost, for the period of June 17, 2014 through June 30, 2015;
2. Approve the option to renew the resulting blanket purchase order for three additional one-year terms provided that each renewal amount does not exceed 10 percent in aggregate of the recommended award amount of \$65,000; and
3. Authorize the Purchasing Manager to sign the resulting blanket purchase orders.

**BACKGROUND**

The Department of Public Works Road Maintenance Division (DPW) requires an annual blanket purchase order (BPO) for street sweeping and vector services on an as-needed basis throughout Placer County to support the department's road maintenance operations. The departments' most recent BPO expired on March 31, 2014.

The Procurement Services Division developed Invitation for Bids No. 10344 to solicit competitive bids for the department's street sweeping and vector service requirements. The bid was distributed via the County's e-Procurement platform, Public Purchase, to thirty-one potential bidders and was posted on the County's website. Twenty vendors accessed the bid documents. Szeremi Sweeping Service was the sole bidder and has performed services on behalf of the County for other road maintenance projects in the past. The department has been satisfied with the quality of work performed by this vendor and concurs with Procurement's recommendation to award Bid No. 10344 to Szeremi Sweeping Service.

Therefore, your Board's approval is required to proceed with a BPO in the maximum amount of \$65,000 and to authorize the Purchasing Manager to sign the resulting BPO.

**FISCAL IMPACT**

Upon your Board's approval, a BPO will be awarded to Szeremi Sweeping Service in the maximum amount of \$65,000 for the period of June 17, 2014 through June 30, 2015. The department's purchases are funded by their annual budget with no net County cost. Funds are not encumbered until services are rendered against the BPO.

cc: Cynthia Taylor, Senior Administrative Services Officer - Public Works  
Kevin Taber, Manager-Road Maintenance - Public Works

