

**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: Automotive Body Repair and Painting Service – Maaco Collision Repair and Auto Painting

ACTION REQUESTED

1. Approve the renewal of competitively awarded blanket purchase order with Maaco Collision Repair and Auto Painting of Roseville, CA for the as-needed purchase of automotive body repair and painting services on behalf of the Department of Public Works Fleet Services Division and the Placer County Sheriff's Office in the maximum amount of \$90,000, funded by each department's annual budget with no new net County cost, for the period of July 1, 2014 through June 30, 2015, and authorize the Purchasing Manager to sign the resulting blanket purchase order.

BACKGROUND

The Placer County Sheriff's Office and the Department of Public Works Fleet Services Division require annual blanket purchase orders (BPOs) for the purchase of automotive body repair and painting services on an as-needed basis. On July 23, 2013, your Board approved the second renewal of competitive Bid No. 10059 with Maaco Collision Repair and Auto Painting for automotive body repair and painting services. The resulting BPOs will expire on June 30, 2014.

Both departments submitted requests to renew the BPOs for another one-year term. Maaco Collision Repair and Auto Painting agreed to renew at the same pricing and terms. Section 15 of the General Terms and Conditions of Bid No. 10059 allows for the renewal of the existing agreements 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 Maaco Collision Repair and Auto Painting in the maximum amount of \$90,000 and will be effective for the period of July 1, 2014 through June 30, 2015. Each department's purchases are funded by their annual budget with no new net County cost.

cc: Cynthia Taylor, Senior Administrative Services Officer - Public Works
Chuck Gordon, Manager-Fleet Operations - Public Works
Judy LaPorte, Administrative Services Manager – Sheriff's Office
Virginia Valenzuela, Senior Administrative Services Officer – Sheriff's Office
Elisabeth Zmyslowski, Senior Accountant Auditor – Sheriff's Office

