

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager *BW*

DATE: October 7, 2014

SUBJECT: Professional Auctioneer Services of Surplus Disposal - First Capital Auctions Inc.

ACTION REQUESTED

1. Approve the award of competitive Request for Proposals No. 10395 to First Capital Auctions, Inc. of Vallejo, CA for professional auctioneering services for the period of October 7, 2014 through September 30, 2017;
2. Approve the option to renew the resulting consultant services agreement for two additional one-year periods; and
3. Authorize the Purchasing Manager to sign the resulting consultant services agreement upon County Counsel and Risk Management review.

BACKGROUND

The Procurement Services Division is responsible for managing the disposal of County surplus equipment. Several steps have been taken over the past year to streamline and improve this function including distribution to local non-profits and on-line sales.

In March of 2012, your Board approved the online sale of surplus equipment with Public Surplus and GovDeals which allows Procurement the flexibility of reaching a wide audience of perspective buyers and non-profit agencies which are familiar to this method and provides members of the public the opportunity to bid for and win surplus material that otherwise can be very difficult to sale

In addition to our ability to donate and sell items online Procurement Services has collaborated with Fleet Services and the Sheriff's Office to develop a Request for Proposal (RFP) No. 10317 to establish Professional Auctioneering Services to support Placer County's fleet disposal of rolling stock in a traditional live auction setting. Seventeen firms were notified of the RFP via Public Purchase, which was also posted on the County's website. Nineteen firms accessed the RFP documents and formal responses were received from three firms.

An evaluation panel rated the responses in accordance with the evaluation criteria contained in the RFP. The results of the evaluation are based strictly on the requirements and criteria of RFP 10317 and do not in any way reflect the County's judgment of the responding firms' capabilities to perform work outside of this specific RFP. Based on the evaluation First Capital Auction Inc. was the top ranked firm whom we entered into negotiations with. The services with

First Capital Auction Inc. will include transportation of rolling stock to First Capital Auction's facility in Vallejo, CA. Extensive advertisements in trade journals, newspapers, brochures as well as web based advertisement and a live auction with professional auctioneer services entertaining a well-attended audience including absentee bidders and online bidders who may participate from the comfort of their homes or offices.

Therefore, your Board's approval is required to authorize the execution of a contract with First Capital Auction Inc.

FISCAL IMPACT

The award of this RFP and the resulting Consultant Services Agreement will not in itself obligate the County to any expenditure. This action will generate revenues which may be used by the County for future purchases or services. First Capital Auction Inc., charges a fee of 17.9% of the final sales price.

cc: Jerry Gamez, Director of Administrative Services
Chuck Gordon, Manager – Fleet Operations – Public Works
Virginia Valenzuela, Senior Administrative Services Officer – Sheriff's Office