

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
DATE: November 18, 2014  
SUBJECT: Award of Bid No. 10384 for Aftermarket Auto Parts – Riebes Auto Parts, O’Reilly Automotive Inc., and Elliott Auto Supply Co.

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**ACTION REQUESTED**

1. Approve the award of competitive Bid No. 10384 to Riebes Auto Parts of Auburn, CA, O’Reilly Automotive Inc. of Springfield, MO, and Elliott Auto Supply Co. doing business as Factory Motor Parts of Kansas City, MO for the purchase of aftermarket auto parts on an as-needed basis on behalf of the Department of Public Works Fleet Services, Road Maintenance, and Transit/TART Divisions, Department of Facility Services, Placer County Fire Department, and the Sheriff-Coroner-Marshall’s Office in the maximum aggregate amount of \$220,000, funded by each department’s FY 2014-15 budget with no new net County cost, for the period of November 18, 2014 through December 31, 2015;
2. Approve the option to renew the resulting blanket purchase orders for three additional one-year terms at a combined three-year total not to exceed 10 percent of the recommended award amount of \$220,000; and
3. Authorize the Purchasing Manager to sign the resulting blanket purchase orders.

**BACKGROUND**

The Department of Public Works Fleet Services, Road Maintenance, and Transit/TART Divisions, Department of Facility Services, Placer County Fire Department, and the Sheriff-Coroner-Marshall’s Office require annual blanket purchase orders (BPOs) for the purchase of aftermarket auto parts on an as-needed basis to support each department’s fleet and equipment maintenance operations. The departments’ most recent BPOs expired on September 30, 2014.

On behalf of all the departments listed above, the Procurement Services Division developed Invitation for Bids No. 10384 to solicit competitive bids for each department’s aftermarket auto parts requirements. The bid was distributed via the County’s e-Procurement system to forty potential bidders and was posted on the County’s website. Twenty-one vendors accessed the bid documents online and a total of four bids were received. As the result of the bid evaluation Procurement recommends the award of Bid Category A (Western Placer County) to Riebes Auto Parts (primary vendor) and Elliott Auto Supply Co. (secondary vendor) and the award of Category B (Eastern Placer County) to both O’Reilly Automotive Inc. (primary vendor) and Elliott Auto Supply Co. (secondary vendor).

Therefore, your Board’s approval is required to proceed with awarding BPOs in the maximum aggregate amount of \$220,000 and to authorize the Purchasing Manager to sign the resulting BPOs.

## FISCAL IMPACT

Upon your Board's approval, BPOs will be awarded to Riebes Auto Parts, O'Reilly Automotive Inc., and Elliott Auto Supply Co. in the maximum aggregate amount of \$220,000 for the period of November 18, 2014 through December 31, 2015. Each department's purchases are funded by their annual budget with no net County cost. Funds are not encumbered until products are delivered or services are rendered against the BPO.

cc: Scott Lindgren, Division Chief-South Operations – Placer County Fire  
Kim Davis, Senior Administrative Services Officer – County Executive Office  
Shelley Beninga, Accountant Auditor I – County Executive Office  
Valerie Bayne, Administrative Services Manager – Facility Services  
Cynthia Taylor, Senior Administrative Services Officer – Public Works  
Chuck Gordon, Fleet Operations Manager – Public Works  
Kevin Taber, Road Maintenance Manager – Public Works  
Will Garner, Transit/TART Services Manager – Public Works  
Mark Reed, Support Services Commander – Sheriff's Office  
Virginia Valenzuela, Senior Administrative Services Officer – Sheriff's Office  
Liz Zmyslowski, Senior Accountant Auditor – Sheriff's Office