

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
DATE: March 24, 2015  
SUBJECT: Street Sweeping and Vector Services – Szeremi Sweeping Service

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**ACTION REQUESTED**

1. Approve Change Order No. 1 to Blanket Purchase Order No. 21440 with Szeremi Sweeping Service of Rocklin, CA for the as-needed purchase of street sweeping and vector services in the amount of \$35,000 and increasing the maximum amount to \$100,000 on behalf of the Department of Public Works Road Maintenance Division. Funding is provided by the department's FY2014-15 budget with no new net County cost; and
2. Authorize the Purchasing Manager to sign the resulting change order.

**BACKGROUND**

On June 17, 2014 your Board approved the award of competitive Bid No. 10344 to Szeremi Sweeping Service for the as-needed purchase of street sweeping and vector services on behalf of the Department of Public Works Road Maintenance Division (DPW) in the maximum amount of \$65,000 for the period of June 17, 2014 through June 30, 2015.

The current blanket purchase order (BPO) amount will not be sufficient to pay for the department's street sweeping and vector service needs through the end of the current agreement. Unexpected breakdowns in the department's aging sweeping equipment has necessitated the increased use of the BPO. Although the department has budgeted for a new sweeping unit in the current FY 2014-15 budget, it is estimated that an additional \$35,000 will need to be added to the BPO to support the departments' operational requirements through June 30, 2015.

The requested increase exceeds the Purchasing Manager's signature authority. Therefore, your Board's approval is required to process a change order to increase the BPO in the amount of \$35,000 for a revised maximum amount of \$100,000 and to authorize the Purchasing Manager to sign the resulting change order.

**FISCAL IMPACT**

Upon your Board's approval, BP021440 will be increased by \$35,000 to a new maximum amount of \$100,000. DPW advised that sufficient funding is available in their FY2014-15 budget with no new net County cost.

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

