

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: July 21, 2015
SUBJECT: Reflective Elements – 3M Company

ACTION REQUESTED

1. Approve blanket purchase order renewal with 3M Company of St. Paul, MN using a competitive bid from Yolo County for reflective elements in the maximum amount of \$375,000 for the period of July 21, 2015 through June 30, 2016. Funding is provided by the Department of Public Works in the FY 2015-16 Proposed Budget.
2. Approve the option to renew resulting blanket purchase order for two additional one-year terms with a renewal amount not to exceed 10 percent of the recommended contract amount of \$375,000.

BACKGROUND

The Department of Public Works, Road Maintenance Division (DPW) requires an annual blanket purchase order (BPO) for optical elements required to be used in conjunction with waterborne traffic paint. The combination of these products is used to maintain the County's roadway striping and instructional markings for road encroachments and roadway stenciling. On October 7, 2014 your Board approved a blanket purchase order to be awarded for the optical elements to 3M Company of St. Paul, MN using the Yolo County competitively solicited bid. The BPO expired on June 30, 2015.

The Department of Public Works has a continuing need to purchase reflective elements on an as-needed basis. This year Yolo County awarded a new competitive bid solicitation for this product to 3M Company and the vendor has agreed to extend Yolo County's volume discounts to Placer County. Yolo County's agreement is effective through June 30, 2018. Section 15 of the General Terms and Conditions of the original bid solicitation allows for the renewal of this BPO at the County's option.

Therefore, your Board's approval is required to proceed with a new one-year BPO in the maximum amount of \$375,000.

FISCAL IMPACT

There is no cost to the County as the funding is from 100% State and Federal sources from Highway User Tax Agency revenue and Highway Safety Improvement Grant revenue in the Department of Public Works FY 2015-16 Proposed Budget.

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

