

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors **Revision 1**

FROM: David Seward, Purchasing Manager

DATE: February 6, 2007

SUBJECT: Approve Change Order No. 1 to Blanket Purchase Order (BPO) No. 13532 with Arborwell for Roadside Vegetation Clearing Services in the Amount of \$30,000.00

ACTION REQUESTED

Approve Change Order No. 1 to BPO No. 13532 with Arborwell of Rancho Cordova, CA, for roadside vegetation clearing services in the amount of \$30,000.00, and authorize the Purchasing Manager to sign the resulting change order.

BACKGROUND

On March 7, 2006 your Board approved the award of Competitive Bid No. 9525 with Arborwell in the maximum amount of \$200,000.00. BPO No. 13532 was issued on behalf the Department of Public Works for roadside vegetation clearing services as a result of the bid award. Since that time, usage of the BPO has been greater than anticipated. The Department of Public Works has determined that an additional \$30,000.00 is needed to pay for services through the end of the BPO term, which expires on March 31, 2007. In accordance with the Purchasing Policy Manual, Paragraph 2.1(g), this increase exceeds the Purchasing Manager's authority and requires your Board's approval.

FISCAL IMPACT

This \$30,000.00 increase will result in a revised maximum BPO amount of \$230,000.00. Public Works has budgeted sufficiently for the increased amount.

cc: Kevin Taber, Public Works
Cynthia Taylor, Public Works

