

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: May 26, 2009

SUBJECT: Approve the Renewal of Competitively Awarded Blanket Purchase Order No. 15863 with Capitol Clutch and Brake, Inc. for Clutch and Brake Parts and Services in the Maximum Amount of \$60,000.00

ACTION REQUESTED

Approve the renewal of competitively awarded Blanket Purchase Order (BPO) No. 15863 with Capitol Clutch and Brake, Inc. of West Sacramento for clutch and brake parts and services in the maximum amount of \$60,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

The Department of Public Works (DPW), Fleet Services Division, requires a contract with a qualified supplier for clutch and brake parts and related services. DPW uses these products to maintain the County's fleet of cars, trucks, buses, and heavy equipment. On June 24, 2008, your Board approved the award of competitive Bid No. 9815 with Capitol Clutch and Brake, Inc. for clutch and brake parts and services, and authorized the Purchasing Manager to sign the resulting BPO in the maximum amount of \$55,000.00 for Fleet Services.

Capitol Clutch and Brake, Inc. has agreed to renew for another year with a 0.68 percent overall increase in their parts pricing which compares favorably with the 7 percent increase in the Producer Price Index for motor vehicle brake systems during the previous BPO period. The Purchasing Policy Manual, Paragraph 1.3 (o), allows for the renewal of this contract based on satisfactory service and reasonable pricing offered by the vendor. The resulting BPO shall be effective for the period of July 1, 2009 through June 30, 2010.

FISCAL IMPACT

The resulting renewal BPO will provide clutch and brake parts and services for Placer County Fleet Services in the maximum amount of \$60,000.00. DPW's Fiscal Impact Statements is attached.

Attachment: DPW Fiscal Impact Statement

cc: Chuck Gordon, Fleet Services Manager
Dena Beyer, DPW Administration

MEMORANDUM

DEPARTMENT OF PUBLIC WORKS
County of Placer

TO: Honorable Board of Supervisors

FROM: Ken Grehm, Director

DATE: April 27, 2009

SUBJECT: **Fiscal Impact Statement**
RQ049297- BPO- Capitol Clutch and Brake

Sufficient funding has been budgeted in the amount of \$60,000 in the FY 2008-09 Fleet Services budget.

RQ049297 BPO Capital Clutch FIS.doc