

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: February 9, 2010

SUBJECT: Approve the Award of Competitive Bid No. 9944, Election Precincts Drayage Services, to Chipman Relocations in the Maximum Amount of \$132,000.00

ACTION REQUESTED

Approve the award of competitive Bid No. 9944, Election Precincts Drayage Services, to Chipman Relocations of Sacramento, CA in the maximum amount of \$132,000.00, and authorize the Purchasing Manager to sign the resulting Blanket Purchase Order (BPO).

BACKGROUND

On behalf of the County Clerk-Elections Department, the Procurement Services Division solicited bids from twelve firms and posted Invitation for Bid No. 9944 on the County's website for the County's drayage service requirements. Services are to include pulling election materials from the County's inventory, staging election materials at the Elections warehouse, delivering the materials to polling places on the day before the election, and picking them up and returning them to the warehouse on the day after the election. The bid requirements were very specific, requesting a single price per precinct that will apply to approximately 270 to 300 precincts and 175 to 200 polling places, with no variation for geographic areas, and that will remain firm for two years. Bids were submitted by the following three firms:

- Chipman Relocations, Sacramento, CA
- Graebel Sacramento Movers, West Sacramento, CA
- SR Trucking Moving and Storage, West Sacramento, CA

A complete evaluation summary is submitted as Attachment A. The lowest responsive bidder is Chipman Relocations. Because of the critical requirement for precise delivery and pickup of elections materials, the Elections staff conducted a site visit and discussions with Chipman and determined that the company is capable of performing to the bid's standards. Based on compliance to all bid requirements and lowest pricing, Procurement recommends awarding a twenty-four month BPO to this vendor.

FISCAL IMPACT

Your approval is recommended to award Bid No. 9944 to Chipman Relocations in the amount of \$132,000.00 for an approximate twenty-four month term, February 15, 2010 through January 31, 2012. Clerk-Elections' Fiscal Impact Statement is attached (Attachment B).

Attachments

- A. Bid Evaluation
- B. Fiscal Impact Statement

cc: Ryan Ronco, Elections

COUNTY OF PLACER, AUBURN, CA

BID EVALUATION & AWARD RECOMMENDATION

Bid No. 9944
Title: Election Precincts Drayage Services
Due Date: 12/1/09

Buyer Name: Ben Bramer
Phone: 530-889-4257
Estimated Award Date: 12/31/09

(Recommended award is highlighted)

			Chipman Relocations		Graebel Sacramento Movers		SR Trucking Moving & Storage	
Name of Firm			Sacramento/CA		West Sacramento/CA		West Sacramento/CA	
City/State			Kevin Stringer		Rob Turnage		Mark Webber	
Telephone			916-563-7466		916-617-2541		916-371-6151 x205	
Fax Number			916-928-9787		916-617-2570		916-371-6181	
FOB								
Delivery Time								
LVP Certified? ⁽¹⁾			No		No		No	
Invoice Terms ⁽²⁾			Net 30		Net 30		Net 30	
Item No.	Item Description	Qty	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Unit Cost per Precinct/Polling Place	1,200	188.00	225,600.00	205.00	246,000.00	315.00	378,000.00
(1) Local Vendor Preference is granted to those firms who file an LVP Affidavit with the County prior to the close of the bid.			Subtotal	225,600.00	Subtotal	246,000.00	Subtotal	378,000.00
			8.25% Sales Tax	0.00	8.25% Sales Tax	0.00	8.25% Sales Tax	0.00
			Freight	0.00	Freight	0.00	Freight	0.00
			Bid Total	225,600.00	Bid Total	246,000.00	Bid Total	378,000.00
(2) Invoice Terms of less than 10 days were not considered in this evaluation.			LVP	0.00	LVP	0.00	LVP	0.00
			Prompt Pay Disc	0.00	Prompt Pay Disc	0.00	Prompt Pay Disc	0.00
			Ref. Price	\$225,600.00	Ref. Price	\$246,000.00	Ref. Price	\$378,000.00

378

MEMORANDUM

CLERK-RECORDER-REGISTRAR OF VOTERS
County of Placer

TO: Honorable Board of Supervisors

FROM: Jim McCauley, Clerk-Recorder-Registrar

DATE: January 11, 2010

SUBJECT: **Fiscal Impact Statement**
Elections Precincts Drayage Services, Bid #9944

Sufficient funding has been budgeted for the Elections Precincts Drayage Services in the amount of \$61,394 in the FY 2009-10 Clerk-Recorder-Elections budget. The amount for the services is slightly less the budgeted amount for the Elections Drayage.

