

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: June 16, 2015
SUBJECT: 1200 Gallon Vacuum Truck – Tank Technologies & Supply Co LLC

ACTION REQUESTED

1. Approve the award of a competitive quote to Tank Technologies & Supply Co. LLC of Minneapolis, MN, for the purchase of one new, current model year 1200 gallon vacuum truck in the total amount of \$115,248, funded by the Department of Facility Services, Environmental Utilities Division FY 2014-15 Final Budget.

BACKGROUND

The Department of Facility Services (DFS) submitted a request to purchase one 1,200 gallon vacuum truck on behalf of the Environmental Utilities Division. It was determined that sending out a competitive formal bid would not be in the County's best interest due to the limited number of potential vendors. Purchasing Policy Manual (PPM) Section 7.1 allows for the acceptance of written offers for the negotiated purchase of new or used heavy equipment when deemed beneficial by the requesting department and the Purchasing Agent.

Procurement Services sent out an informal quote request to nineteen potential bidders. Two "No Bid" responses were received from firms that indicated they do not represent a vacuum tank manufacturer that meets the County's requirements. One responsive price quote was received from Tank Technologies & Supply Co. LLC and offered the type of vacuum truck that met the department's operational requirements. Therefore, your Board's approval is required to proceed with the award of a purchase order in the total amount of \$115,248 and authorize the Purchasing Manager to sign the resulting purchase order and related documents.

FISCAL IMPACT

Upon your Board's approval, a purchase order for one new, current model year 1200 gallon vacuum truck included in the Master Fixed Asset List will be awarded to Tank Technologies & Supply Co. LLC in the total amount of \$115,248 including sales tax, tire fees, and extended warranty costs. This purchase is funded by the Department of Facility Services, Environmental Utilities Division FY 2014-15 Final Budget.

cc: Valerie Bayne, Administrative Services Manager – Facility Services
Bill Zimmerman, Deputy Director, Environmental Utilities – Facility Services

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