

AGENDA ITEM 1 J
Consent Item

MEMORANDUM

DATE: June 3, 2021
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Blanket Purchase Order Revision for Fiscal Year 2020/21

REQUESTED ACTION:

BY MOTION,

Approve Revised Blanket Purchase Order B26012 to Gillig LLC in the amount not to exceed \$55,000 for Fiscal Year 2020/21

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) Purchasing Procedures and the Joint Powers Agreement establishing El Dorado Transit require Board approval for Purchase Orders over \$25,000 and Purchase Requisitions over \$5,000.

DISCUSSION

Typically, Blanket Purchase Orders (BPO's) for the current fiscal year are analyzed for revisions during the Mid-Year Budget adjustment process and brought before the Board for needed increases at the February meeting.

Today we are bringing forward the BPO for Gillig LLC for increase as additional repair parts are need that are above the approved amount.

Purchase Order B26012 – Gillig LLC

5040.00	Maintenance – Vehicles/Equip.	\$40,000	\$55,000
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FISCAL IMPACT

The increase of this blanket purchase order is within the current adopted operating budget.

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED 05/26/21

PURCHASE ORDER NO. B26012

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/20

ACCOUNT: 5040

CLASS: 110

TO: GILLIG LLC
 PO BOX 45569
 SAN FRANCISCO, CA 94145-0569

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Lee Petersen

Vendor Phone No: (510) 785-1500

Fax No: (510) 785-6819

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/20 THROUGH 06/30/21		NOT TO EXCEED: \$55,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$55,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$55,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

Circle Distributing: Vendor - Accounting - Requestor - Purchasing