

# Memo

**To:** Board of Supervisors  
**From:** Kesha Buckner *KB*  
Purchasing Clerk  
**CC:**  
**Date:** June 3, 2019  
**Re:** Term-Bid Purchase Orders

---

October 1, 2018 meeting minutes reflect that the Board established a lowest and best bid rate for the purchase of the following commodities from the noted vendors:

1. Surface Asphalt – APAC Canton Plant at \$60.35 per ton
2. Base Asphalt – Dickerson and Bowen at \$55.00 per ton
3. Base Asphalt – Adcamp (alternate term bid) at \$57.00 per ton (in the event that Dickerson and Bowen does not have product).

At this time, only a rate for the purchase of these commodities has been authorized.

Please authorize the issuance of commodity or construction service Purchase Orders, based on term-bid pricing, for the following projects, limited to amounts specified:

Base Asphalt for Distribution Drive (D & B)	\$11,000.00
Surface Asphalt fot Distribution Drive (APAC)	\$7,000.00

The sources of funding are those identified on the adopted 2019 Road Plan.

Upon confirmation (either in writing or by e-mail) that the vendor is unable to deliver the ordered commodities, the Purchase Clerk is authorized to cancel such Purchase Order and issue a Purchase Order to the alternate term-bid winner for the necessary commodities.

This authority expires August 31, 2019.