

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Acting Purchasing Manager *JB*

DATE: August 28, 2007

SUBJECT: Approve Change Order No. 1 to Blanket Purchase Order No. 14256 with Glaxosmithkline for Vaccines, to Increase the Maximum Amount from \$48,000.00 to \$65,500.00

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**ACTION REQUESTED**

Approve Change Order No. 1 to Blanket Purchase Order (BPO) No. 14256 with Glaxosmithkline of Atlanta, GA, for vaccines, and authorize the Purchasing Manager to sign the amended blanket purchase order in the revised maximum amount of \$65,500.00, an increase of \$17,500.00.

**BACKGROUND**

The Health & Human Services' Community Clinic/Immunization Division administers travel immunizations on request to individuals planning international travel. Other neighboring counties do not offer travel shots, and private physicians typically do not keep these "elective" inoculations in their dispensing pharmaceutical stock. HHS/Community Clinic has been purchasing these various vaccines from Glaxosmithkline for the last 4 years through the Federal Center for Disease Control contract. This contract offers significant discounts on the vaccines that are purchased. The amount of the discount varies by product.

On November 22, 2006, BPO No. 14256 was issued in the amount of \$48,000.00 for the period of January 1, 2007, through December 31, 2007. The original BPO amount was based on estimated annual purchases. The demand for vaccines has been increasing, and HHS has established a new clinic in Auburn for travel medicine. The department has requested that additional funds be added to the existing BPO. The revised blanket purchase order will be in the maximum amount of \$65,500.00. The \$17,500.00 increase exceeds the Purchasing Manager's authority and requires your Board's approval under Purchasing Policy Manual, Section 2.1(g).

**FISCAL IMPACT**

The Health and Human Services Department has budgeted sufficiently for these increased operational expenditures for FY 2007/2008. The HHS Community Clinic charges customers at cost plus 40% for these elective services, which fully reimburses the County's cost.

cc: Dr. Richard Burton, Health Officer and Director of Health & Human Services  
Pat Orme, Client Services Program Manager for Health & Human Services  
Lynn Miller, Pharmacist – Health & Human Services/Community Clinic

