

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

**TO:** Honorable Board of Supervisors  
**FROM:** Brett Wood, Purchasing Manager  
**DATE:** February 14, 2012  
**SUBJECT:** Approve the Renewal of a Competitively Awarded Blanket Purchase Order with Dunn-Wright Communications for Voice and Data Cabling Services in the Maximum Amount of \$125,000.00

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**ACTION REQUESTED**

Approve the renewal of a competitively awarded blanket purchase order (BPO) with Dunn-Wright Communications of Sacramento, CA for voice and data cabling services in the maximum amount of \$125,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

**BACKGROUND**

Administrative Services' Telecommunication Division requires a BPO for voice and data cabling services to be performed on an as needed basis throughout the County. On February 22, 2011, your Board approved the renewal of BP017467, as a result of competitive Bid No. 9853, to Dunn-Wright Communications, and authorized the Purchasing Manager to sign the resulting BPO effective through February 29, 2012.

Dunn-Wright has agreed to renew for another year with less than a 0.1% increase in their overall hourly rates. The Purchasing Policy Manual Section 1.3(o) allows for the renewal of this contract based on the vendor's satisfactory contract performance. The resulting BPO will be effective from March 1, 2012 through February 28, 2013.

**FISCAL IMPACT**

Upon your approval, a BPO will be issued to Dunn-Wright in the maximum amount of \$125,000.00. Administrative Services' Fiscal Impact Statement is attached.

Attachment: Administrative Services' Fiscal Impact Statement

cc: Jerry Gamez, Director of Administrative Services  
Kathy Buchanan, Deputy Director of Information Technology

## FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors

FROM: Jerry Gamez, Director of Administrative Services

DATE: February 14, 2012

SUBJECT: **Fiscal Impact Statement**  
Approve the Renewal of a Competitively Awarded Blanket Purchase Order with Dunn-Wright Communications for Voice and Data Cabling Services in the Maximum Amount of \$125,000.00.

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1. The Administrative Services Department's Telecommunications Division (Department) has sufficient funding to support this request.

The Department has budgeted appropriately for this Blanket Purchase Order and funding is available in the Telecommunications Division's FY 2012-13 Budget (02100).