

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager *BW*  
DATE: June 5, 2012  
SUBJECT: Approve the Renewal of a Blanket Purchase Order as a result of San Diego County's Competitively Solicited Contract with Allen Packaging Company for Disposable Food Trays for Probation's Central Kitchen in the Maximum Amount of \$325,000.00

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**ACTION REQUESTED**

Approve the renewal of a Blanket Purchase Order (BPO) as a result of San Diego County's competitively awarded contract with Allen Packaging Co. of Tustin, CA for the purchase of disposable food trays for Probation's Central Kitchen in the maximum amount of \$325,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

**BACKGROUND**

On June 21, 2011 your Board approved the use of San Diego County's competitively bid contract No. 537565 and the award of a BPO with Allen Packaging for disposable food trays and lidding film. The resulting BPO was awarded for the period July 1, 2011 through April 30, 2012.

The Probation Department has submitted a request to renew their BPO with Allen Packaging for another year. San Diego County has confirmed Contract No. 537565-2 with Allen Packaging has been extended until April 30, 2013. Allen Packaging has agreed to extend San Diego County's volume discount pricing to Placer County for another year at the same terms and conditions

Purchasing Policy Manual Section 1.3(e) allows the use of another public agency's competitively awarded contract in lieu of bidding, if the same price and products are offered to Placer County.

**FISCAL IMPACT**

The Probation Department has requested a BPO in the maximum amount of \$325,000.00. Upon your Board's approval, the resulting blanket purchase order will be effective for the period June 6, 2012 through April 30, 2013 to coincide with the San Diego County contract. The Department's fiscal impact statement is attached.

Attachment: Fiscal Impact Statement

cc: Chris Artim, Senior Administrative Services Officer, Probation  
Renee Harvey, Food Services Manager

## FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors  
FROM: Christopher Artim, Senior Administrative Services Officer  
DATE: 06/05/12  
SUBJECT: **Fiscal Impact Statement**  
BPO (RQ055108) for Meal Trays; FY 2012/13

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### **Fiscal Impact Statement Examples**

1. The department has sufficient funding

Correctional Food Services has budgeted appropriately for this BPO and funding is available in the FY 2012-13 department requested budget.

The BPO for \$325,000.00 will be used to provide meal tray containers for custodial meals.