

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
DATE: June 19, 2012  
SUBJECT: Approve the Renewal of a Competitively Awarded Blanket Purchase Order with Foster Farms Dairy for Dairy Products in the Maximum Amount of \$135,000

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**ACTION REQUESTED**

Approve the fourth renewal of a competitively awarded Blanket Purchase Order (BPO) with Foster Farms Dairy of Modesto, CA for Dairy Products for Probation's Central Kitchen in the maximum amount of \$135,000 and authorize the Purchasing Manager to sign the resulting BPO.

**BACKGROUND**

Probation's Central Kitchen requires a blanket purchase order for dairy products to support day-to-day operations of the County Jail and Juvenile Detention Facility. On June 21, 2011 your Board approved the third renewal of a BPO with Foster Farms Dairy for dairy products as a result of competitive Bid No. 9843. The resulting BPO expires June 30, 2012.

Probation's Central Kitchen submitted a request to renew their BPO with Foster Farms for an additional one year term. Foster Farms has agreed to the fourth one-year renewal at the same margin over the California Department of Food & Agriculture minimum pricing.

Purchasing Policy Manual Section 1.3(o) and Section 22 of the BPO's General Terms and Conditions allow for the renewal of a contract based on satisfactory service, to avoid an interruption of County business, and if it makes good business sense. This option is usually not exercised beyond three years from original award. However, the Central Kitchen will be moving to the new jail facility sometime in the coming year and their buying practices will change to facilitate the new food service operations. A new solicitation will be done in early 2013 for all food items.

**FISCAL IMPACT**

The Probation Department has requested a BPO in the maximum amount of \$135,000. Upon your Board's approval, this renewal will be effective from July 1, 2012 through June 30, 2013. Probation's Fiscal Impact Statement is attached.

Attachment: Fiscal Impact Statement

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

## FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors  
FROM: Christopher Artim, Senior Administrative Services Officer  
DATE: 6/19/2012  
SUBJECT: **Fiscal Impact Statement**  
BPO (RQ055112) for Dairy Products; FY 2012/2013

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### **Fiscal Impact Statement**

1. The department has sufficient funding

Correctional Food Services has budgeted appropriately for this BPO and funding is available in the FY 2012/2013 department proposed budget.

The BPO for \$135,000.00 will be used to purchase dairy products. The dairy products purchased will supply the required dairy for minors and adults served through Correctional Food Services.