

**MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
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 ProPacific Fresh for Fresh Produce in the Maximum Amount of \$110,000.00

ACTION REQUESTED

Approve the renewal of a Blanket Purchase Order (BPO) with ProPacific Fresh of Sacramento for fresh produce for Probation's Central Kitchen and authorize the Purchasing Manager to sign the resulting BPO in the maximum amount of \$110,000.00.

BACKGROUND

Probation's Central Kitchen requires a blanket purchase order for fresh produce to support day-to-day operations of the County Jail and Juvenile Detention Facility. On September 12, 2006 your Board approved the award of Competitive Bid No. 9596 for Fresh Produce to ProPacific Fresh. Your Board has approved five subsequent renewals. The current BPO expires on June 30, 2012.

Probation's Central Kitchen has submitted a request to renew this BPO for an additional one year term. ProPacific Fresh has agreed to renew at the same terms and discounts as their original bid.

Purchasing Policy Manual Section 1.3(o) authorizes renewal of the BPO based on satisfactory service and reasonable prices. This option is usually not exercised beyond three years from original award. However, the co-operative contracts that were considered did not offer the breadth of products required by the department, are rebid quarterly, or the pricing offered is higher than the County's current contract with ProPacific. 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 processed in early 2013 for all food items.

FISCAL IMPACT

The Probation Department has requested a BPO in the maximum amount of \$110,000.00. 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: 06/19/2012
SUBJECT: **Fiscal Impact Statement**
BPO (RQ055119) for Produce; FY 2012/13

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 2012-13 department proposed budget.

The BPO for \$110,000.00 will be used to provide produce for custodial meals.