



PLACER COUNTY
SHERIFF
CORONER-MARSHAL



MAIN OFFICE
P.O. BOX 6990
AUBURN, CA 95604
PH: (530)889-7800 FAX: (530)889-7899

TAHOE SUBSTATION
DRAWER 1710
TAHOE CITY, CA 96145
PH: (530)581-6300 FAX: (530)581-6377

EST. 1851

EDWARD N. BONNER
SHERIFF-CORONER-MARSHAL

STEPHEN L. D'ARCY
UNDER-SHERIFF

TO: Honorable Board of Supervisors
FROM: Edward E. Bonner, Sheriff-Coroner-Marshall 
DATE: May 8, 2007
SUBJECT: Approve Change Order No. 3 to Blanket Purchase Order No. 14255 with J4 Systems for data analysis, operating system, hardware and networking support services

ACTION REQUESTED

Approve Change Order No. 3 to Blanket Purchase Order (BPO) No. 14255 with J4 Systems for data analysis, operating system, hardware and networking support services and authorize the Purchasing Manager to sign the amended blanket purchase order in the amount of \$27,000 for a total blanket purchase order amount of \$75,000.

BACKGROUND

Procurement Services conducts a competitive process to qualify firms to provide information technology services to county departments. When a department determines a need for these types of services, the department evaluates the list of qualified firms and selects a firm to best fit their needs. For the Sheriff's Department this also includes a background check of those who will have access to the County's Criminal Justice systems. Procurement processes the BPO in the amounts and length of term requested. A BPO was issued effective September 25, 2006 for J4 Systems for the Sheriff's Department in the amount of \$18,000 for data analysis, operating system, hardware and networking support services. It was originally intended that this BPO would be used on an as-needed basis to help supplement staff to fill a short-term need for an employee leave and provide specific skill set support to staff on specific projects.

BPO No. 14255 with J4 Systems has been used in greater frequency than anticipated because of continued staff vacancy. J4 Systems had the specific skill set needed to provide the support to the Sheriff's Department. As a result, the BPO has been increased twice to the current, not-to-exceed amount of \$48,000. They have performed well, providing highly talented staff to enable the department to extract information from our systems and perform analytical functions and support. Recruitments are underway to fill the vacancy. Besides the time needed to recruit, additional time will be required for the completion of the background for the new analyst. It is anticipated that this position will be filled by June 30, 2007. In the interim, the Sheriff's Department requires the continued services of J4 systems to fill this void. It is anticipated that an additional \$27,000 will be needed. The revised BPO will be in the maximum amount of \$75,000. The \$27,000 increase exceeds the Purchasing Managers authority and requires your Board's approval.

FISCAL IMPACT

The funds needed for this BPO will be provided using the salary savings from the vacant position for which J4 is providing services. The salary savings, including both salary and benefits, for the nine-month vacancy is estimated at \$75,000. The total cost of this revised BPO is \$75,000.

