

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT DIVISION

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager 

DATE: June 12, 2007

SUBJECT: Approve the award of a Blanket Purchase Order through a Competitively Bid Cooperative Purchasing Agreement by San Diego County with Allen Packaging Company for Disposable Food Trays in the Maximum Amount of \$300,000.00

ACTION REQUESTED

Approve the use of San Diego County Contract No. 513702-0 for the purchase of disposable food trays from Allen Packaging Co. of Tustin, CA in the maximum amount of \$300,000.00 and authorize the Purchasing Manager to sign the resulting blanket purchase order.

BACKGROUND

On April 18, 2006 your Board approved the award of a BPO to Allen Packaging for disposable food trays for Probations Central Kitchen. The BPO was awarded per San Diego County's contract and will expire on June 30, 2007. The Probation Department has requested to renew this BPO for another year.

San Diego County's contract pricing for disposable food trays has increased by 5%. This increase is commensurate with the marketplace on similar paper goods. Section 1.3(e)(3) of the Purchasing Policy Manual authorizes the use of another government agency's contract that has been awarded as the result of a competitive bid. Procurement Services has concluded that it is unlikely that a bid solicitation at this time would result in prices below those available from San Diego County's contract.

Upon your Board's approval, the resulting blanket purchase order will be effective for the period July 1, 2007 through June 30, 2008.

FISCAL IMPACT

The Probation Department has requested a BPO in the maximum amount of \$300,000.00. There is sufficient funding in Probation's budget for these expenditures in fiscal year 2007-08.

cc: Chris Artim, Senior Administrative Services Officer, Probation

