

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

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager 

DATE: July 10, 2007

SUBJECT: Approve the Renewal of Blanket Purchase Order No. 13631 as a Result of Competitive Bid No. 9509 with Roseville Equipment Service for Kitchen Equipment Preventative Maintenance and Repair Services in the Maximum Amount of \$69,927.00.

ACTION REQUESTED

Approve the first renewal of Blanket Purchase Order (BPO) No. 13631 as a result of competitive Bid No. 9509 with Roseville Equipment Service of Roseville for kitchen equipment preventative maintenance and repair services in the maximum amount of \$69,927.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

Probation's Central Kitchen Division requires commercial kitchen equipment repair contractors to maintain and repair the equipment it uses to feed the inmate population in the various detention facilities that the County manages. These services cover the maintenance and repair of various ovens, stoves, and mixers. On April 4, 2006, your Board approved the award of competitive Bid No. 9509 to Commercial Service, now Roseville Equipment Service, for the Bid's equipment preventative maintenance and equipment repair categories in the maximum amount of \$69,962.00.

The Central Kitchen states that service has been good and requests renewal of the BPO. Therefore, a renewal letter was mailed to Roseville Equipment Service. They responded that there will be no changes in pricing or terms. In accordance with the Purchasing Policy Manual Section 1.3 (o), County policy allows for the renewal of this contract based on the satisfactory service and reasonable pricing offered by the vendor. The resulting BPO will be effective for the period of August 1, 2007 through June 30, 2008.

FISCAL IMPACT

The resulting renewal BPO with Roseville Equipment Service will be in the maximum amount of \$69,927.00, a \$35.00 decrease from the prior BPO amount. The Probation Department has budgeted sufficiently for these routine and necessary expenses in Fiscal Year 2007-08.

cc: Renee Harvey, Probation Correction Food Services
Chris Artim, Probation Administration

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