

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: May 26, 2009

SUBJECT: Approve the Renewal of Blanket Purchase Order No. 15951, Resulting from Competitive Bid No. 9809, with Graybar Electric Company, Inc. for Telecommunications Cabling and Supplies in the Maximum Amount of \$125,000.00.

ACTION REQUESTED

Approve the renewal of Blanket Purchase Order (BPO) No. 15951, resulting from competitive Bid No. 9809, with Graybar Electric Company, Inc. of Rancho Cordova for telecommunications cabling and supplies in the maximum amount of \$125,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

On July 8, 2008 your Board approved the award of competitive Bid No. 9809 to Graybar Electric Co. for telecommunications cabling and supplies. The resulting BP015951 is due to expire on June 30, 2009. The Administrative Services Department's Telecommunications Division has a continuing need to purchase various telecommunications supplies in support of the County's voice and data networks and has requested that this BPO be renewed for another year.

Section 1.3(o) of the Purchasing Policy Manual (PPM) allows for the renewal of contracts if it is deemed to be in the best interest of the County, based on satisfactory service and if it makes good business sense. This renewal falls within the above criterion. The vendor has agreed to renew with a slight increase to two of the line items which represents an overall .05% increase over last year's expenditures.

FISCAL IMPACT

The new BPO will be effective July 1, 2009 through June 30, 2010. Based on the anticipated needs for a one-year period, the Telecommunications Division has requested a blanket purchase order in the maximum amount of \$125,000.00. The Telecommunications Division's Fiscal Impact Statement is attached.

Attachment A: Fiscal Impact Statement

cc: Sandy Hammock, Senior Administrative Services Officer
Jerry Gamez, IT Division Manager

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FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Jerry Gamez, IT Division Manager
DATE: May 26, 2009
SUBJECT: **Fiscal Impact Statement**
Renewal of Blanket Purchase Order No. 15951 with Graybar Electric for Miscellaneous Telephone, Data and Cabling Supplies in the Maximum Amount of \$125,000.00.

The Administrative Services Department's Telecommunications Division (Department) has sufficient funding to support this request. Funds are not encumbered until items are actually purchased against the Blanket Purchase Order.

The Department has budgeted appropriately for this Blanket Purchase Order and funding is available in the Telecommunications Division's FY 2009-10 Budget (02100).

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