

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: July 21, 2009

SUBJECT: Approve Change Order No. 3 to Blanket Purchase Order No. 15876, Awarded as a Result of Competitive Bid No. 9694 with Browning's Placer Transport for Diener Services in the Amount of \$8,500.00

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**ACTION REQUESTED**

Approve Change Order No. 3 to Blanket Purchase Order (BPO) No. 15876, awarded as a result of competitive Bid No. 9694 with Browning's Placer Transport for diener services on behalf of the Sheriff-Coroner-Marshall's Office, and authorize the Purchasing Manager to sign the resulting change order in the amount of \$8,500.00.

**BACKGROUND**

The first renewal of Bid No. 9694 was approved by your Board on June 24, 2008 for diener services on behalf of the Sheriff-Coroner-Marshall's Office. As a result, BP015876 was issued for the period of July 1, 2008 through June 30, 2009 in the maximum amount of \$87,000.00. Change Order No. 1 was issued on February 24, 2009, which added an hourly rate for weekend diener services to be performed on an as-needed basis. Change Order No. 2 was issued on May 29, 2009, which increased the BPO amount by \$8,500.00 under the Purchasing Manager's authority, resulting in a new BPO amount of \$95,500.00.

A new bid, Bid No. 9919, has been processed for diener services as a result of increased competition for this service. The department has requested that BP015876 be extended to July 31, 2009 while the new bid is awarded. The department has determined that an additional \$8,500.00 will be needed to pay for diener services through the extended term. This change order amount exceeds the Purchasing Manager's delegated signature authority and requires your Board's approval.

**FISCAL IMPACT**

Upon your Board's approval, BP015876's expiration date will be extended to July 31, 2009, and the maximum amount will be increased by \$8,500.00 to \$104,000.00. The Sheriff Department's Fiscal Impact Statement is attached.

Attachment: Sheriff's Fiscal Impact Statement

cc: Barbara Besana, Sheriff-Coroner-Marshall's Office  
Dennis Watt, Sheriff-Coroner-Marshall's Office  
LeeAnn Talley, Sheriff-Coroner-Marshall's Office

PLACER COUNTY  
SHERIFF  
CORONER-MARSHAL



EDWARD N. BONNER  
SHERIFF-CORONER-MARSHAL

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FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors  
FROM: Sheriff Edward Bonner  
DATE: July 21, 2009  
SUBJECT: Fiscal Impact Statement  
BP015876 Browning's Placer Transit Increase

The Browning's Placer Transit BPO is used by the Coroner's Unit for diener services. We had to extend the current BPO thru July 31, 2009 to accommodate the bid process, so an increase of \$8,500 will be needed to cover the anticipated July expenses. These services are not an option but are driven by the number of coroner cases.

The fiscal impact is that this BPO has exceeded the amount allocated for it in the budget but funds from the overall Sheriff's budget will offset this shortfall.