

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *BW*
DATE: September 24, 2013
SUBJECT: Approve a Blanket Purchase Order with Randstad Technologies for Information Technology Support Services.

ACTION REQUESTED

1. Approve an increase in the amount of \$184,500 to the Administrative Services Department's Blanket Purchase Order (BPO) with Randstad Technologies of Sacramento, CA for information technology support services and authorize the Purchasing Manager to sign the resulting documents

BACKGROUND

On July 10, 2012 your Board approved the an increase in the BPO to a not to exceed amount of \$199,000 to the Administrative Services Department's Blanket Purchase Order (BPO) with Randstad Technologies of Sacramento, CA for information technology support services

The Administrative Services Department's Information Technology Division has identified a need for information technology support services to augment its workforce due to recent retirements of highly specialized technical positions. On January 12, 2012 BP019453 was awarded to Randstad Technologies in the amount of \$49,000 to provide professional/technical resources for first and second level support of the County's Enterprise Data Network's applications and workstations maintained by the Information Technology Division (IT). That BPO was subsequently increased at the July 10, 2013 Board meeting to \$199,000.

IT continues to rely on information technology support services to augment its workforce, as a result of key retirements of highly specialized positions, for the implementation of several information technology initiatives. These initiatives include the implementation of the Information Technology/Library Technology Services Consolidation Project, the Network Active Directory Consolidation Project, the Help Desk Call Center Project, the deployment of new computing devices, and to assist with daily calls for assistance to the help desk.

The requested increase will result in a new BPO amount of \$400,000 which exceeds the Purchasing Manager's authority and PPM 1.3(i) allows for an exception to competition for information technology services. Upon your Board's approval, the BPO's not to exceed amount will be established at \$400,000 through December 31, 2013.

FISCAL IMPACT

The Administrative Services Department's Fiscal Impact Statement is attached.

Attachment: Administrative Services Department Fiscal Impact Statement

cc: Jerry Gamez, Director of Administrative Services
Kathy Buchanan, Deputy Director of Information Technology
Rick Branicki, Information Technology Manager
James Importante, Management Analyst

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Melissa Nunnink, Administrative & Fiscal Operations Manager
DATE: September 24, 2013
SUBJECT: Approve a Blanket Purchase Order with Randstad Technologies for Information Technology Support Services.

The Administrative Services Department's Information Technology Division has sufficient funding in the FY2013-2014 Budget to support the requested Blanket Purchase Order with a Net County cost of \$400,000. Funds are not encumbered until services are rendered against the Blanket Purchase Order.