

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager *BWD*  
DATE: May 20, 2014  
SUBJECT: Tasers and Accessories – ProForce Law Enforcement

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**ACTION REQUESTED**

1. Approve Change Order No. 2 to Blanket Purchase Order No. 20981 with ProForce Law Enforcement of Prescott, AZ for tasers and related accessories for the Sheriff's Office to increase the blanket purchase order amount by \$120,000 resulting in a new maximum amount of \$199,750, funded by the Sheriff's current FY 2013-14 budget with no additional net County cost, and authorize the Purchasing Manager to sign the resulting change order.

**BACKGROUND**

On December 6, 2013, Procurement Services awarded BP020981 for tasers and related accessories for the Sheriff's Office to ProForce Law Enforcement in the maximum amount of \$22,500 for the period of January 1, 2014 through December 31, 2014. On April 8, 2014 your Board approved Change Order No. 1 to increase the PO by \$50,000. An additional increase of \$7,250 was added under the Purchasing Manager's authority for a total of \$79,750.

An increase to the BPO is needed to purchase additional tasers for Sheriff personnel for the Auburn Jail. The Sheriff's Office is also anticipating ordering additional training cartridges for the new South Placer Adult Correctional Facility in Roseville. The current BPO amount is not sufficient to cover these additional expenditures. It is estimated that an additional \$120,000 will need to be added to the BPO to support the department's requirements through December 31, 2014.

The requested increase exceeds the Purchasing Manager's signature authority. Therefore, your Board's approval is required to process a change order to increase the BPO.

**FISCAL IMPACT**

Upon your Board's approval, BP020981 will be increased by \$120,000 to a new maximum amount of \$199,750. The Sheriff's Office has advised that these purchases will be funded by the FY2013-14 existing budget with no additional net County cost.

cc: Judy LaPorte, Administrative Services Manager – Sheriff's Office  
Virginia Valenzuela, Senior Administrative Services Officer – Sheriff's Office

