MEMORANDUM
ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES
County of Placer

TO:	Board of Supervisors	DATE:	August 9, 2016
FROM:	Brett Wood, Purchasing Manager		
SUBJECT:	Hewlett Packard Brand Network Products – Modal Networks, Inc.		

ACTION REQUESTED
Approve Change Order No. 1 to Blanket Purchase Order No. 22612 with Modal Networks, Inc. of Sacramento, CA for Hewlett Packard brand network products in the amount of $100,000 for a revised maximum amount of $275,000 through March 31, 2017. Funding is provided by Administrative Services Department's FY 2016-17 Proposed Budget, resulting in no new net County cost; and

Authorize the Purchasing Manager to sign all required documents.

BACKGROUND
On April 19, 2016, your Board approved the annual renewal of a blanket purchase order (BPO) using a competitively awarded Western States Contracting Alliance (WSCA) contract with Modal Networks, Inc. The Administrative Services Department, Telecommunications Division (TELECOM) uses this BPO to purchase Hewlett Packard (HP) brand switches and networking equipment to support the County's Enterprise Data Network Capital Replacement Plan and several site specific projects. The resulting BPO with Modal Networks expires on March 31, 2017.

During this BPO period, TELECOM has experienced an increased need to purchase HP switches and networking equipment which has depleted the BPO amount. TELECOM estimates that an additional $100,000 is required to pay for expenditures in association with projects for the new Animal Control facility, the South Placer Justice Center and Auburn Justice Center.

Per the Purchasing Policy Manual Section 2.1(g), your Board's approval is required for change orders to a Board approved contract that changes or amends the contract in an amount that is greater than 10 percent. Therefore, your Board's approval is required to proceed with a change order in the amount of $100,000 and to authorize the Purchasing Manager to sign the resulting BPO.

FISCAL IMPACT
The Telecommunications Division has budgeted appropriately for this BPO and funding is available within the FY 2016-17 Proposed Budget. Funds are not encumbered until services are performed against the resulting BPO.

cc: Kathy Buchanan, Deputy Director of Information Technology
Dieter Wittenberg, Information Technology Manager