MEMORANDUM
ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES
County of Placer

TO:	Board of Supervisors	DATE:	August 9, 2016
FROM:	Brett Wood, Purchasing Manager		
SUBJECT:	Firefighting Turnouts and Accessories – Allstar Fire Equipment, Inc.		

ACTION REQUESTED
Approve Change Order No. 2 to Blanket Purchase Order No. 22359 with Allstar Fire Equipment, Inc. of Hayward, CA for firefighting turnouts and related accessories in the amount of $20,000 for a revised maximum amount of $70,000 through October 31, 2016. Funding is provided in the FY 2016-17 Proposed Budget from the County Fire Fund and individual Fire Community Service Areas (CSA's); and

Authorize the Purchasing Manager to sign all required documents.

BACKGROUND
On December 4, 2015, the Purchasing Manager approved the award of Blanket Purchase Order No. 22359 (BPO) to Allstar Fire Equipment, Inc. for the as-needed purchase of firefighting turnouts and related accessories. On June 23, 2016, the Purchasing Manager approved a Change Order to increase the BPO amount to $50,000.

The Office of Emergency Services (OES) uses this BPO to purchase new firefighting turnouts as well as to replace damaged or destroyed turnouts and related accessories including boots, gloves and helmets. These purchases ensure that Placer County firefighters are properly outfitted with required personal protective equipment. The OES routinely replaces personal protective equipment items throughout the year as the result of wear out rates and damage resulting from emergency responses.

During this BPO period, the OES has seen an increased need to purchase new personal protective equipment to not only replace damaged or outdated equipment but to also provide equipment for new firefighting staff. The OES estimates that they will need an additional $20,000 to pay for additional purchases made through the end of the BPO period. The requested increase to this BPO will ensure that firefighting staff are properly equipped with mandated and prudent protective items through the term of the BPO.

Per the Purchasing Policy Manual Section 2.1(g), the requested increase amount of $20,000 exceeds the Purchasing Manager's authority and requires your Board's approval.

FISCAL IMPACT
Funding for this change order is included in the FY 2016-17 Proposed Budget, from the County Fire Fund and individual Fire CSA's. Funds are not encumbered until purchases are made against the BPO.

cc: John McEldowney, Program Manager
Vicki Patterson, Accountant Auditor Senior