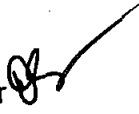


**MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT DIVISION**

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager 

DATE: March 7, 2006

SUBJECT: Approve a One-Month Extension and Increase Blanket Purchase Order No. 12664 with Empire Safety by \$36,000

ACTION REQUESTED

Approve a one-month extension and an increase of \$36,000.00 to BP012664 with Empire Safety for Countywide safety supplies, and authorize the Purchasing Manager to sign the resulting Change Order in the new maximum not to exceed amount of \$135,000.00.

BACKGROUND

On March 18, 2003, your Board approved the award of Bid No. 8967 to Empire Safety, of Roseville, for various categories of safety related products. This bid solicitation was completed in cooperation with the County Safety Officer with the intent of obtaining competitive pricing for a wide range of safety related products used throughout the County. On March 29, 2005, your Board approved the second and final renewal period for Bid No. 8967 which will expire on March 31, 2006.

Over the past nine and a half months, County departments have used BP012664 at a higher than anticipated average monthly rate of \$10,400.00. The BPO not to exceed amount was recently increased by \$9,000.00 to \$99,000.00 which is within the Purchasing Manager's signature authority, however the higher than anticipated usage continues, necessitating a further increase in this BPO amount. Furthermore, Procurement Services is preparing a new bid solicitation and needs to extend the current BPO for one additional month to complete the new bid process. Procurement estimates that a \$36,000.00 increase and an extension of the contract through April 30, 2006 will enable County departments to fulfill their safety supply requirements until the new contract can be awarded. This increase exceeds the Purchasing Manager's approval authority, and requires your Board's approval.

FISCAL IMPACT

All County departments are eligible to purchase from the Countywide agreement and are responsible for budgeting sufficiently for these purchases.

cc: Gary Schell, Placer County Safety Officer

