

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

TO: Honorable Board of Supervisors
FROM: David Seward, Purchasing Manager *DS*
DATE: April 18, 2006
SUBJECT: Recommendation to Increase BP012994 with Browning's Placer Transport by \$24,000.00

RECOMMENDATION

Approve Change Order No. 2 to BP012994, with Browning's Placer Transport of Roseville for Diener Services, increasing the maximum total amount by \$24,000.00 to \$79,000.00, and authorize the Purchasing Manager to sign the resulting Change Order No. 2.

BACKGROUND

Invitation for Bids No. 9400 for diener services (postmortem examination assistance/cleanup, and general Coroner support) was awarded to Browning's Placer Transport for the period February 14, 2005 through June 30, 2005 in the maximum amount of \$26,600.00. This amount was within the Purchasing Manager's signature authority. On July 12, 2005, your Board approved renewal of this BPO for one year in the maximum amount of \$55,000.00.

The Coroner's staff has found it necessary to use Browning's services under the current BPO at an average rate of \$6,500.00 per month, and requests that another \$24,000.00 be added to the authorized maximum amount to cover necessary diener services for the remainder of this contract period.

FISCAL IMPACT

The Sheriff/Coroner/Marshal's Office budgets appropriately for these expenditures.

cc: Dave Harris, Sheriff/Coroner/Marshal Office
Elisabeth Zmyslowski, Sheriff/Coroner/Marshal Office

