

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: April 15, 2008

SUBJECT: Approve the Renewal of Blanket Purchase Order Nos. 14638 and 14639 as a Result of Competitive Bid No. 9536 with J. C. Nelson and Unisource in the Maximum Aggregate Amount of \$204,000.00

ACTION REQUESTED

Approve the renewal of Blanket Purchase Order (BPO) No. 14638 with J C Nelson Supply Co. of Fairfield in the maximum amount of \$109,000.00 and BPO No. 14639 with Unisource Supply of Sacramento in the maximum amount of \$95,000.00 for janitorial supplies for a maximum aggregate amount of \$204,000.00, and authorize the Purchasing Manager to sign the resulting BPOs.

BACKGROUND

On April 17, 2007 your Board approved the first renewal of Competitive Bid No. 9536 with J C Nelson Supply and Unisource Supply for janitorial supplies for the Facility Services Department. The department has requested to renew these BPOs for another year.

J C Nelson Supply and Unisource Supply have performed well and have agreed to the second one-year renewal with requested price increases. Procurement negotiated the new price requests and both vendors have provided documentation justifying remaining increases. Upon your Board's approval, this second renewal shall be effective April 1, 2008 through March 31, 2009.

FISCAL IMPACT

The blanket purchase orders resulting from this recommendation will total \$204,000.00. Facility Services has budgeted sufficiently for these expenditures. The departments' Fiscal Impact Statements are attached.

cc: Valerie Bayne, Administrative Services Manager, Facility Services

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: James Durfee, Director
DATE: January 4, 2008
SUBJECT: **Fiscal Impact Statement**
BPO for Janitorial Supplies – RQ046901

The Department of Facility Services has budgeted appropriately for this expense in the Building Maintenance Fund budget. Therefore there is sufficient funding available for this BPO.

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: James Durfee, Director
DATE: January 28, 2008
SUBJECT: **Fiscal Impact Statement**
BPO for Janitorial Supplies – RQ047180

The Department of Facility Services has budgeted appropriately for this expense in the Building Maintenance Fund budget. Therefore there is sufficient funding available for this BPO.

