

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

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
DATE: January 26, 2016  
SUBJECT: Ammunition – San Diego Police Equipment Company Inc.

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**ACTION REQUESTED**

Approve the award of competitive Bid No. 10517 to San Diego Police Equipment Company Inc. of San Diego, CA for the purchase of various types of ammunition in the total amount of \$101,250. Funding is included in the Sheriff's Office FY 2015-16 Final Budget.

**BACKGROUND**

The Sheriff's Office has an ongoing need for ammunition for training and field use. Ammunition purchases typically require a long lead time from the date of order due to the high number of government agencies that utilize similar types or ammunition.

The Sheriff's Office enlisted the assistance of the Procurement Services Division to develop Invitation for Bids No. 10517 to solicit bids for the purchase of various types of ammunition. The bid was distributed via the County's Public Purchase system to sixty-three potential bidders and was advertised on the County's website. Forty companies reviewed the bid. Only one bid was received, from San Diego Police Equipment.

Because of the low number of bids, Procurement contacted other vendors who accessed the bid to determine why they did not respond. Some of the reasons given include: vendor does not carry the brands of ammunition required, vendor cannot supply the quantities requested, and the vendor overlooked the deadline. Based on the information provided by the vendors, Procurement recommends proceeding with award of the bid.

Therefore, your Board's approval is required to proceed with the award of a purchase order to San Diego Police Equipment in the total amount of \$101,250.

**FISCAL IMPACT**

Upon your Board's approval, a purchase order will be awarded to San Diego Police Equipment Company in the total amount of \$101,250. Funding for this purchase is included in the Sheriff's Office FY 2015-16 Final Budget. There is no additional impact to the General Fund.

cc: Mark Giacomini, Administrative Services Manager – Sheriff's Office  
Virginia Valenzuela, Senior Administrative Services Officer – Sheriff's Office

