



M E M O R A N D U M
COUNTY EXECUTIVE OFFICE
Procurement Services Division
County of Placer

TO: Board of Supervisors
DATE: June 22, 2021

FROM: Todd Leopold, County Executive Officer
By: Brett Wood, Purchasing Manager

SUBJECT: Telecommunication Parts, Telephone and Cabling Equipment, and Miscellaneous Supplies – Graybar Electric Company, Inc.

ACTION REQUESTED

Approve the renewal of an agreement with Graybar Electric Company, Inc. of Rancho Cordova, CA for telecommunications parts, telephone and cabling equipment, and miscellaneous supplies in the maximum amount of \$150,000, no increase over the prior contract, for the period of July 1, 2021 to June 30, 2022.

Approve the option to renew resulting agreement on a year-to-year basis for two additional one-year terms in the maximum amount of \$150,000 annually and authorize the Purchasing Manager to sign all required documents subject to departmental concurrence and available funding.

BACKGROUND

The Information Technology Department's, Telecommunications Division (Telecom) provides audio and video services and management of the County's data transport network, telephone infrastructure, centralized voicemail system, and call accounting system. Telecom requires an annual agreement for the purchase of various telecommunications parts, telephone and cabling equipment, and miscellaneous supplies on an as-needed basis to support its operations.

On May 22, 2018, your Board approved an annual agreement, with renewal options, with Graybar Electric Company, Inc. of Rancho Cordova for the purchase of telecommunications parts and supplies on an as-needed basis. The current agreement expires on June 30, 2021.

Graybar has agreed to renew for another one-year term and has submitted pricing based on the US Communities Contract Number EV2370 pricing structure with an additional discount off contract pricing. The department indicates that service has been good, and the provisions of the US Communities Contract represent the County's current needs.

Procurement Policy Section 3.5(a) permits contracting with a vendor that was awarded an agreement by another public agency as the result of a competitive process without further competitive bidding by Placer County. The US Communities Contract meets this criterion.

The actions requested exceed the Purchasing Manager's authority and require your Board's approval in accordance with the Procurement Policy. Therefore, your Board's approval is required to proceed with a new agreement in the maximum amount of \$150,000 for the period of July 1, 2021 through June 30, 2022.

FISCAL IMPACT

Funding is provided through the Information Technology Department's FY 2021-22 Requested Budget and will be included in subsequent Submitted Budgets for the term of applicable renewal terms. Funds are not encumbered until services are provided against the contract.

