

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager *BWJ*

DATE: May 8, 2012

SUBJECT: Approve the Renewal of a Competitively Awarded Blanket Purchase Order with Graybar Electric Company, Inc. for Telecommunications Parts, Telephone and Cabling Equipment, and Miscellaneous Supplies in the Maximum Amount of \$150,000.00

ACTION REQUESTED

Approve the renewal of a competitively awarded blanket purchase order (BPO) with Graybar Electric Company, Inc. of Rancho Cordova, CA for telecommunications parts, telephone and cabling equipment, and miscellaneous supplies in the maximum amount of \$150,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

The Administrative Services Department's Telecommunications Division has a continuing need to purchase various telecommunications supplies, including voice and data cabling and telephone station parts, in support of the County's voice and data networks. On June 21, 2011, your Board approved the award of Bid No. 10101 to Graybar Electric Company and authorized the Purchasing Manager to sign the resulting BPO effective July 1, 2011 through June 30, 2012.

The vendor has agreed to renew for another year at the exact same pricing and terms. The department indicates services have been good and the provisions of the existing contract still meet their needs. The Purchasing Policy Manual Section 1.3(o) allows for the renewal of this contract based on the vendors' satisfactory contract performance. The resulting BPO will be effective from July 1, 2012 through June 30, 2013.

FISCAL IMPACT

Upon your approval, a new BPO will be issued to Graybar Electric Company in the maximum amount of \$150,000.00. Administrative Services' Fiscal Impact Statement is attached.

cc: Kathy Buchanan, Deputy Director of Information Technology
Andy Marks, Information Technology Manager

Attachment: Administrative Services Fiscal Impact Statement

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors

FROM: Jerry Gamez, Director of Administrative Services

DATE: May 8, 2012

SUBJECT: **Fiscal Impact Statement**

Approve the Renewal of a Competitively Awarded Blanket Purchase Order with Graybar Electric Company, Inc. for Telecommunications Parts, Telephone and Cabling Equipment, and Miscellaneous Supplies in the Maximum Amount of \$150,000.00

1. The Administrative Services Department's Telecommunications Division (Department) has sufficient funding to support this request.

The Department has budgeted appropriately for this Blanket Purchase Order and funding is available in the Telecommunications Division's FY 2012-13 Budget (02100).