

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: December 11, 2012
SUBJECT: Renewal of BPO with TEK Systems Inc. for Technology Project Management Services

ACTION REQUESTED

1. Approve the renewal of a blanket purchase order (BPO) with TEKSystems, Inc. of Rancho Cordova for Technology Project Management Services with a Sheriff's Office budgeted net county cost of \$125,000 for the period of January 1, 2013 to December 31, 2013, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

In September 2009 a BPO was awarded to TEKSystems Inc. to provide professional technical and project management services to the Sheriff's Office for the implementation and support of critical public safety technology projects. This contract enables the Sheriff to make the best use of existing IT staff, augmented with the contractor's staff, to provide optimum support of existing systems and effective implementation of new projects. The original BPO with TEKSystems expired on September 30, 2010 and has been subsequently renewed on an annual basis. The current BPO expires on December 31, 2012.

The Sheriff has been satisfied with the vendor's service and has requested renewal of the BPO for an additional year. TEKSystems has agreed to the renewal at the same pricing, terms, and conditions. Section 1.3(o) of the Purchasing Policy Manual allows for the renewal of this agreement based on the satisfactory service and reasonable terms offered by the vendor.

FISCAL IMPACT

Upon your Board's approval, the new BPO with TEKSystems will be effective for the period January 1, 2013 through December 31, 2013 in the maximum amount of \$125,000. The department's Fiscal Impact Statement is attached.

Attachment: Fiscal Impact Statement

cc: Janice Gage, Administrative Services Manager, Sheriff
Jerry Silva, IT Manager, Sheriff

PLACER COUNTY
SHERIFF
CORONER-MARSHAL



EDWARDN.BONNER
SHERIFF-CORONER-MARSHAL

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Sheriff Edward Bonner
DATE: December 11, 2012
SUBJECT: Fiscal Impact Statement
BPO Renewal for TEKSYSTEMS for the period 01-01-13 – 12-31-13

Funds are included in the FY 2012-13 Sheriff's Office budget for these expenses resulting in Budgeted Net County Costs of \$125,000.

The TEKSYSTEMS BPO is used by the IT Division for project management services for technology projects, specifically New World, for the Placer County Sheriff's Office. Based on our current usage, we are requesting \$125,000 for this BPO for FY 12/13.