

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

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager 

DATE: October 24, 2006

SUBJECT: Approve the Renewal of BPO 13238 for Professional Voice and Data Cabling Services with Sierra West Communications in the Maximum Amount of \$210,000.00.

ACTION REQUESTED

Approve the renewal of BPO 13238 for Professional Voice and Data Cabling Services with Sierra West Communications of Foresthill, CA, from November 1, 2006 through September 30, 2007 in the maximum amount of \$210,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

The Administrative Services' Telecommunications Division requires Professional Voice and Data Cabling Services to support the day to day operations of the Telecommunications Service Group. Your Board approved the award of Bid No. 9473 to Sierra West Communications on October 25, 2005. The current BPO with Sierra West Communications will expire on October 31, 2006. The bid allowed for an initial one year contract with two additional one-year options. Sierra West Communications has agreed to the first one year extension of this agreement and has requested a price increase of approximately 15%. This increase is still significantly lower than the next lowest bid price received in response to Bid No. 9473. The increase was requested to cover the additional staff and overhead costs incurred by the vendor, as well as increased fuel prices. Telecommunications has reported that Sierra West Communications has provided satisfactory service to the County.

FISCAL IMPACT

Based on anticipated needs for the upcoming one year period, Telecom has requested a BPO in the not to exceed amount of \$210,000.00. This is an operational expense for which Telecommunications has budgeted appropriately.

cc: Jerry Gamez, Information Technology Division Manager
Sandy Hammock, Senior Administrative Services Officer

