

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

TO: Honorable Board of Supervisors
FROM: David Seward, Purchasing Manager 
DATE: June 26, 2007
SUBJECT: Approve the Renewal of Blanket Purchase Orders Resulting from Competitive Bid No. 9482, with Sysco Food Services and DDC Foodservice for Dry and Frozen Food in the Maximum Amount of \$390,000.00

ACTION REQUESTED

Approve the renewal of Blanket Purchase Order (BPO) No. 14148 with Sysco Foodservices of Sacramento, CA and BPO No. 14147 with DDC Foodservice of West Sacramento, CA for Dry and Frozen Food, and authorize the Purchasing Manager to sign the resulting blanket purchase orders in the maximum amount of \$390,000.00 and transfer funds between BPOs on an as needed basis.

BACKGROUND

On November 29, 2005, your Board approved the award of Competitive Bid No. 9482 to Sysco Food Service and DDC Foodservices for dry and frozen food. As the result, BPOs were issued for the period of December 1, 2005 through September 30, 2006. The blanket purchase orders were subsequently renewed for the period October 1, 2006 through June 30, 2007 and approved by your Board on September 26, 2006.

The terms of the bid allow for renewal of the BPOs pending successful performance by the vendor and mutual consent to the terms and prices by the vendor and the County. Probation's Central Kitchen staff has reported acceptable performance by both vendors and has requested the BPOs be renewed. DDC Foodservice has agreed to renew with price changes which represent an overall increase of 3.88%. Sysco Food Services has also agreed to renew with price changes which represent an overall increase of 2.67%. Both vendors have cited changes in market conditions which have affected the categories of food products awarded to them. These changes have been determined to be reasonable and consistent with the Producer Price Index.

FISCAL IMPACT

The Central Kitchen has requested a BPO in the maximum amount of \$90,000.00, the same amount as the prior BPO amount, with DDC Foodservice and \$300,000.00 with Sysco Food Services, a \$30,000.00 increase over the prior BPO amount, for the period July 1, 2007 to June 30, 2008. These BPOs cover the entire fiscal year, whereas the previous BPOs were for nine months. The Probation Department has budgeted sufficiently for these expenditures in Fiscal Year 2007/08.

cc: Chris Artim, Sr. Administrative Services Officer, Probation Department

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