

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Acting Purchasing Manager *JB*

DATE: October 2, 2007

SUBJECT: Approve Change Order No. 1 to Blanket Purchase Order No. 14158 with Butterfield Carpet Care Inc. in the Revised Maximum Amount of \$55,500.00

ACTION REQUESTED

Approve Change Order No.1 to Blanket Purchase Order (BPO) No. 14158 with Butterfield Carpet Care Inc. of Rocklin, CA, and authorize the Acting Purchasing Manager to sign the resulting change order in the revised maximum amount of \$55,500.00.

BACKGROUND

On October 3, 2006, BPO 14158 was awarded to Butterfield Carpet Care Inc. as a result of renewing competitive Bid No. 9381 for carpet cleaning services for Facility Service's Building Maintenance Division. The BPO was issued for the period of October 1, 2006 through September 30, 2007 in the maximum amount of \$48,000.00.

Due to changes in the County's requirements and scope of work, the Acting Purchasing Manager has determined that a re-bid for these services is prudent. To provide sufficient time for this rebid, the current BPO needs to be extended to November 30, 2007, requiring an increase of \$7,500.00 to cover the extended period.

FISCAL IMPACT

Upon your Board's approval, the BPO will be extended to November 30, 2007 and the maximum amount will be increased to \$55,500.00. Facility Service's Fiscal Impact Statement is attached.

Attachment: Facility Services Fiscal Impact Statement

cc: Valarie Bayne, Senior ASO, Facility Services

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: James Durfee, Director
DATE: October 2, 2007
SUBJECT: **Fiscal Impact Statement**
BPO for carpet care for the extended period through 11/30/07

The Facility Services Department has budgeted for this expense in the Building Maintenance budget and there is sufficient funding is available.