

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: January 8, 2008

SUBJECT: Approve the Renewal of Negotiated Blanket Purchase Order No. 14311 in the Amount of \$75,000.00 with Sam's Club for Food Items for Health and Human Services

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**ACTION REQUESTED**

Approve the renewal of Blanket Purchase Order (BPO) No. 14311 with Sam's Club of Roseville, CA as requested by Health and Human Services (HHS) Systems of Care and authorize the Purchasing Manager to sign the resulting Blanket Purchase Order in the maximum amount of \$75,000.00.

**BACKGROUND**

HHS Systems of Care requires a BPO for bulk quantities of individually packaged food items to be purchased on an as needed basis.

Sam's Club and Costco are the only stores in the area that can provide individually packaged food in bulk quantities and packaging that HHS requires. Costco has declined to respond to previous bid solicitations. Sam's Club does not offer a discount from their normal retail prices, but they have agreed to the County's normal billing and payment practices. Section 1.3(o) of the Purchasing Policy Manual permits the renewal of BPOs based on the vendor's satisfactory service, and good business sense. Due to the limited availability of suppliers of this type, an attempt to bid these requirements would not yield different results.

The renewal BPO will be effective January 1, 2008 through December 31, 2008.

**FISCAL IMPACT**

Based on current usage, HHS has requested to renew the BPO in the amount of \$75,000.00. The department's fiscal impact statement is attached.

cc: Dr. Richard Burton, Director of Health & Human Services  
Jim Nissen, Health and Human Services Systems of Care

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## FISCAL IMPACT STATEMENT

**TO:** Honorable Board of Supervisors

**FROM:** Richard J. Burton, M.D., M.P.H.  
Placer County Health Officer and Director of Health & Human Services

**DATE:** December 13, 2007

**SUBJECT:** **Fiscal Impact Statement**  
BPO for food purchases for the period 1/1/08 – 12/31/08

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### **BACKGROUND:**

The Adult System of Care and the Children's System of Care operate twenty-four hour residential facilities, the Rosewood Crisis Residential facility at Cirby Hills Drive in Roseville and the Children's Emergency Shelter at DeWitt Center, respectively. These facilities prepare meals for residents on a daily basis. This Blanket Purchase Order is used for more than ninety percent (90%) of the purchases by these facilities.

### **FISCAL IMPACT:**

Based on current usage, Appropriations 42930 and 42970 (the Adult System of Care and the Children's System of Care) are requesting renewal of this BPO in the amount of \$75,000. Purchases for the first six months have been budgeted in the final 2007-2008 budget for these Appropriations. Purchases for the period July, 2008 through December, 2008 will be included in the requested 2008-2009 budget for these Appropriations. Funding for these costs include a combination of state and federal funding, and \$13,000 of County General Funds.