

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

TO: Honorable Board of Supervisors
FROM: Jim Boggan, Purchasing Manager *JB*
DATE: July 8, 2008
SUBJECT: Approve the Renewal of Blanket Purchase Orders Resulting from Competitive Bid No. 9482 with Jacmar DDC Foodservice and Sysco Food Services for Dry & Frozen Foods in the Maximum Aggregate Amount of \$475,000.00

ACTION REQUESTED

Approve the renewal of Blanket Purchase Order (BPO) No. 14949 with Sysco Food Services of Sacramento and BPO No. 14950 with Jacmar DDC Foodservice of West Sacramento for dry and frozen foods in the maximum aggregate amount of \$475,000.00, and authorize the Purchasing Manager to sign the resulting blanket purchase orders and transfer funds between BPOs as needed.

BACKGROUND

On November 29, 2005, your Board approved the award of competitive Bid No. 9482 to Sysco Food Services and Jacmar DDC Foodservice for dry and frozen food for the period December 1, 2005 through June 30, 2006. Your Board subsequently approved the renewal of these agreements for another year and those BPOs expired on June 30, 2008.

Probation's Central Kitchen has requested to renew for an additional year. Jacmar DDC Foodservice and Sysco Food Services have agreed to renew with some price increases in response to market conditions for food products. Procurement has determined that the requested price changes are consistent with the Producer Price Index and are therefore reasonable. The Central Kitchen compares prices weekly between their food vendors and places each order with the lowest priced source. Staff recommends renewal of the BPOs with Sysco and Jacmar and also recommends that the Purchasing Manager be authorized to transfer funds between BPOs as necessary to take advantage of lowest priced spot buys throughout the BPO period.

FISCAL IMPACT

The Central Kitchen has requested BPO renewals in the maximum amount of \$100,000.00 with Jacmar DDC Foodservice and \$375,000.00 with Sysco Food Services for the period of July 1, 2008 to June 30, 2009. The Probation Department's Fiscal Impact Statements are attached.

Attachments: Two Probation Department Fiscal Impact Statements

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

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Reneé Harvey, Food Services Manager
DATE: 4/14/08
SUBJECT: **Fiscal Impact Statement**
BPO (RQ047665) for Food Products; FY 2008/09

Fiscal Impact Statement Examples

1. The department has sufficient funding

The Central Kitchen has budgeted appropriately for this BPO and funding is available in the FY 2008-09 department budget.

The BPO for \$100,000.00 will be used in conjunction with other BPO's to purchase food products. The food products purchased will supply ingredients for all meals prepared at the Central Kitchen.

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Reneé Harvey, Food Services Manager
DATE: 4/14/08
SUBJECT: **Fiscal Impact Statement**
BPO (RQ047664) for Food Products; FY 2008/09

Fiscal Impact Statement Examples

1. The department has sufficient funding

The Central Kitchen has budgeted appropriately for this BPO and funding is available in the FY 2008-09 department budget.

The BPO for \$375,000.00 will be used in conjunction with other BPO's to purchase food products. The food products purchased will supply ingredients for all meals prepared at the Central Kitchen.

