MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT DIVISION

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager JB

DATE: June 23, 2009

SUBJECT: Approve the Renewal of Blanket Purchase Order No. 15892 as a Result of a Competitively Bid Cooperative Purchasing Agreement by San Diego County with Allen Packaging Company for Disposable Food Trays for Correctional Food Services in the Maximum Amount of $300,000.00

ACTION REQUESTED

Approve the renewal of Blanket Purchase Order (BPO) No. 15892 as a result of competitively bid cooperative purchasing agreement No. 513702-0 by San Diego County for the purchase of disposable food trays for Probation's correctional food services from Allen Packaging Co. of Tustin, CA in the maximum amount of $300,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

On June 12, 2007 your Board approved the use of San Diego County Contract No. 513702-0 for disposable food trays and lidding film from Allen Packaging for the period July 1, 2007 through June 30, 2008. On June 24, 2008 your Board approved the renewal of the BPO for the period July 1, 2008 through June 30, 2009. The Probation Department has requested to renew this BPO for another year.

In accordance with San Diego County's Contract No. 513702-0 an increase of up to 5 percent is allowable for each renewal period. Allen Packaging has agreed to renew for another year with an increase of only 3 percent on the paper food trays and no increase on the lidding film. This undercuts the corresponding increase in the Producers Price Index for pulp paper trays. Section 1.3(e)(3) of the Purchasing Policy Manual authorizes the use of another government agency's contract that has been awarded as the result of a competitive bid.

Upon your Board's approval, the resulting blanket purchase order will be effective for the period July 1, 2008 through June 30, 2009.

FISCAL IMPACT

The Probation Department has requested a BPO in the maximum amount of $300,000.00. The Departments' fiscal impact statement is attached.

Attachment: Fiscal Impact Statement

cc: Chris Artim, Senior Administrative Services Officer, Probation

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors

FROM: Renee Harvey, Food Services Manager

DATE: April 2, 2009

SUBJECT: Fiscal Impact Statement

Request for renewal of BP015892 Allen Packaging Co.

The Correctional Food Services has adequate funds budgeted for the expense for meal trays. Therefore there is sufficient funding available for this BPO.