

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

TO: Honorable Board of Supervisors
FROM: Jim Boggan, Purchasing Manager *JB*
DATE: June 8, 2010
SUBJECT: Approve the Renewal of a Competitively Awarded Blanket Purchase Order with Graybar Electric Company, Inc. for Telecommunications Cabling and Supplies in the Maximum Amount of \$150,000.00

ACTION REQUESTED

Approve the renewal of a competitively awarded Blanket Purchase Order (BPO) with Graybar Electric Company, Inc. of Rancho Cordova for telecommunications cabling and supplies in the maximum amount of \$150,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

On July 8, 2008 your Board approved the award of competitive Bid No. 9809 to Graybar. On May 26, 2009 your Board approved the first renewal BPO which expires on June 30, 2010. The Administrative Services Department's Telecommunications Division has a continuing need to purchase various telecommunications supplies in support of the County's voice and data networks and has requested that this BPO be renewed for another year.

The vendor has agreed to renew for another year at the exact same pricing and terms as the current BPO. Section 1.3(o) of the Purchasing Policy Manual (PPM) allows for the renewal of contracts if it is deemed to be in the best interest of the County, based on satisfactory service and if it makes good business sense. The new BPO will be effective July 1, 2010 through June 30, 2011.

FISCAL IMPACT

Your approval is recommended for a second renewal BPO with Graybar Electric Company in the amount of \$150,000.00. The Telecommunications Division's Fiscal Impact Statement is attached.

Attachment A: Fiscal Impact Statement

cc: Jerry Gamez, Assistant Director of Administrative Services
Sandy Hammock, Senior Administrative Services Officer

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors

FROM: Jerry Gamez, Assistant Director of Administrative Services

DATE: June 8, 2010

SUBJECT: **Fiscal Impact Statement**
Renewal of Blanket Purchase Order No. 16738 with Graybar Electric for Miscellaneous Telephone, Data and Cabling Supplies in the Maximum Amount of \$150,000.00

The Administrative Services Department's Telecommunications Division (Department) has sufficient funding to support this request. Funds are not encumbered until items are actually purchased against the Blanket Purchase Order.

The Department has budgeted appropriately for this Blanket Purchase Order and funding is available in the Telecommunications Division's FY 2010-11 Budget (02100).