

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: July 27, 2010

SUBJECT: Approve the Award of a Blanket Purchase Order Based on a San Diego County Competitively Awarded Contract with Allen Packaging Company for Disposable Food Trays for Correctional Food Services in the Maximum Amount of \$300,000.00

ACTION REQUESTED

Approve the award of Blanket Purchase Order Based on a San Diego County Competitively Awarded Contract 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 April 18, 2006 your Board approved the use of a San Diego County Contract for three-compartment disposable food trays and lidding film from Allen Packaging. The resulting BPO was subsequently renewed for three additional one year terms.

The Probation Department has requested to renew their BPO for food trays for another year. The County of San Diego has executed the FY 2010/11 option on their competitively awarded contract with Allen Packaging for these food trays and Allen Packaging has agreed to extend the San Diego County volume discount pricing to Placer County.

In accordance with Purchasing Policy Manual Section 1.3(e), use of another public agency's competitively awarded contract is allowed in lieu of bidding if the same price and products are offered to Placer County. After extensive research by the Procurement staff, we do not expect that a competitive bid by Placer County would produce discounts as favorable as those offered through the San Diego contract by Allen Packaging.

FISCAL IMPACT

The Probation Department has requested a BPO in the maximum amount of \$300,000.00. Upon your Board's approval, the resulting blanket purchase order will be effective for the period July 27, 2010 through June 30, 2011. The Department's fiscal impact statement is attached.

Attachment: Fiscal Impact Statement

cc: Chris Artim, Senior Administrative Services Officer, Probation
Renee Harvey, Food Services Manager

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Chris Artim, Senior Administrative Services Officer
DATE: 05/26/10
SUBJECT: **Fiscal Impact Statement**
BPO (RQ051055) for Food Trays; FY 2010/11

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 2010/2011 department budget.

The BPO for \$300,000.00 will be used to supply meals to in custody inmates.