

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: February 22, 2011

SUBJECT: Approve the Renewal of a Competitively Awarded Blanket Purchase Order with Dunn-Wright Communications for Voice and Data Cabling Services in the Maximum Amount of \$125,000.00

ACTION REQUESTED

Approve the renewal of a competitively awarded blanket purchase order (BPO) with Dunn-Wright Communications of Sacramento, CA for voice and data cabling services in the maximum amount of \$125,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

Administrative Services' Telecommunication Division requires a BPO for voice and data cabling services to be performed on an as needed basis throughout the County. On February 23, 2010, your Board approved the renewal of BP016328, as a result of competitive Bid No. 9853, to Dunn-Wright Communications, and authorized the Purchasing Manager to sign the resulting BPO effective through February 28, 2011.

Dunn-Wright has agreed to renew for another year with a proposed 5% hourly rate increase reflecting increases in Dunn-Wright's overhead, operating, and benefits costs. The Purchasing Policy Manual Section 1.3(o) allows for the renewal of this contract based on the vendor's satisfactory contract performance. The resulting BPO will be effective from March 1, 2011 through February 29, 2012.

FISCAL IMPACT

Upon your approval, a BPO will be issued to Dunn-Wright in the maximum amount of \$125,000.00. Administrative Services' Fiscal Impact Statement is attached.

Attachment: Exhibit A

cc: Clark Moots, Director of Administrative Services
Jerry Gamez, Information Technology Manager

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Jerry Gamez, Assistant Director of Administrative Services
DATE: February 2, 2011
SUBJECT: **Fiscal Impact Statement**

The Telecommunications Division of Administrative Services (Department) requires a Blanket Purchase Order for voice and data cabling services to support the County's copper and fiber cabling infrastructure operations. The Department is requesting to renew Blanket Purchase Order No. 17467 with Dunn-Wright Communications for these services in the not to exceed amount of \$125,000 effective 3/1/11 through 2/29/12.

Funds are not encumbered until services 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).