

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: June 7, 2011

SUBJECT: Approve the Renewal of a Competitively Awarded Blanket Purchase Order with ProPacific Fresh for Fresh Produce for Probation's Central Kitchen in the Maximum Amount of \$100,000.00

ACTION REQUESTED

Approve the renewal of Blanket Purchase Order (BPO) No. 17927 with ProPacific Fresh of Sacramento for fresh produce for Probation's Central Kitchen, and authorize the Purchasing Manager to sign the resulting BPO in the maximum amount of \$100,000.00.

BACKGROUND

On September 12, 2006 your Board approved the award of Competitive Bid No. 9596 to ProPacific Fresh for Produce for Probation's Central Kitchen. Your Board has approved each subsequent annual renewal of the resulting Blanket Purchase Order for the past four years. The current BPO expires on June 30, 2011. Probation's Central Kitchen has requested renewal of this BPO for another year.

Pro Pacific Fresh has agreed to renew at the same terms and discounts as their original bid. The Purchasing Policy Manual, Section 1.3(o) authorizes an exception to competition when renewing a contract from the previous contract period, based on satisfactory service and reasonable prices. Upon your Board's approval, this renewal will be effective from July 1, 2011 through June 30, 2012.

FISCAL IMPACT

The Probation Department has requested a BPO in the maximum amount of \$100,000.00. Probation's Fiscal Impact Statement is attached.

Attachment: Fiscal Impact Statement

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

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Christopher Artim, Senior Administrative Services Officer
DATE: 05/16/11
SUBJECT: **Fiscal Impact Statement**
BPO (RQ053216) for Produce; FY 2011/12

Fiscal Impact Statement Examples

1. The department has sufficient funding

Correctional Food Services has budgeted appropriately for this BPO and funding is available in the FY 2011-12 department budget.

The BPO for \$100,000.00 will be used to provide produce for custodial meals.