

**MEMORANDUM**  
**COUNTY OF PLACER**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**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 Nexus IS, Inc. for NEC Brand Telephone Equipment, Parts, and Repairs in the Maximum Amount of \$100,000.00

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**ACTION REQUESTED**

Approve the renewal of a competitively awarded blanket purchase order (BPO) with Nexus IS, Inc. of Pleasanton, CA for NEC brand telephone equipment, parts, and repairs in the maximum amount of \$100,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

**BACKGROUND**

The Administrative Services Department's Telecommunication Division requires a BPO for NEC brand telephone equipment and repairs on an as-needed basis. On June 8, 2010, your Board approved the award of competitive Bid No. 9976 to Nexus IS in the amount of \$80,000.00 and authorized the Purchasing Manager to sign the resulting BP017711 effective through June 30, 2011.

The Department continues to require NEC brand telephone equipment and services, and submitted a request to renew their BPO for an additional one-year term. Nexus IS agreed to renew for another year with no changes. The Purchasing Policy Manual Section 1.3(o) allows for the renewal of the contracts based on the vendors' satisfactory contract performance. The resulting BPO will be effective from July 1, 2011 through June 30, 2012.

**FISCAL IMPACT**

Upon your approval, a BPO will be issued to Nexus IS, Inc. in the maximum amount of \$100,000.00. The Administrative Services' Fiscal Impact Statement is attached.

Attachment: Administrative Services Fiscal Impact Statement

cc: Kathy Buchanan, Deputy Director of Information Technology

## FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors

FROM: Kathy Buchanan, Deputy Director of Information Technology

DATE: June 7, 2011

SUBJECT: **Fiscal Impact Statement**

Approve the Renewal of a Competitively Awarded Blanket Purchase Order with Nexus IS, Inc. for NEC Brand Telephone Equipment, Parts, and Repairs in the Maximum Amount of \$100,000.00.

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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 2011-12 Budget (02100).