

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors
FROM: Jim Boggan, Purchasing Manager *JB*
DATE: July 12, 2011
SUBJECT: Approve the Renewal of Competitively Awarded Blanket Purchase Orders with Seven Vendors for Food for Probation's Central Kitchen in the Maximum Aggregate Amount of \$657,000.00

ACTION REQUESTED

Approve the renewal of seven competitively awarded blanket purchase orders for various food items for Probation's Central Kitchen in the maximum aggregate amount \$657,000.00, and authorize the Purchasing Manager to sign the resulting Blanket Purchase Orders (BPOs) and transfer funds between these BPOs as needed.

BACKGROUND

Probation's Central Kitchen requires blanket purchase orders for food items to support day-to-day operations of the County Jail and Juvenile Detention Facility. On September 8, 2009 your Board approved the award of competitive Bid No. 9915 to various vendors for food and related items. On July 13, 2010 your Board approved the renewal of three of the BPOs for the period July 1, 2010 through June 30, 2011. Four others were renewed under the Purchasing Manager's authority.

Probation's Central Kitchen submitted a request to renew the resulting BPOs for another year and has requested the ability to transfer funds between all seven of the BPOs as needed. Good Source Solutions and National Food Group have agreed to renew with no changes. Sara Lee Earthgrains, Mad Butcher Meat Co., Farmer Brothers Coffee, Jacmar Foodservice, and Sysco have agreed to renew with market based price changes on several of their representative items. To maximize cost savings on every purchase, the Central Kitchen solicits quotes from all contracted vendors for the best spot prices and then places the most economical total order.

The Purchasing Policy Manual Section 1.3(o) allows for the renewal of these contracts based on the vendor's satisfactory contract performance. Upon your Board's approval, BPOs will be issued in the following amounts:

Sara Lee Earthgrains, Earth City, MO	\$ 20,000.00
Mad Butcher Meat Co., Sacramento, CA	\$ 24,000.00
Good Source Solutions Inc., Carlsbad, CA	\$ 125,000.00
Jacmar Foodservice, W. Sacramento, CA	\$ 100,000.00
Sysco, Inc., Sacramento, CA	\$ 275,000.00
Farmer Brothers, W. Sacramento, CA	\$ 33,000.00
National Food Group, San Diego, CA	\$ 80,000.00
<u>Total Amount</u>	<u>\$ 657,000.00</u>

FISCAL IMPACT

The BPOs will be effective for the period of July 1, 2011 through June 30, 2012. Probation's Fiscal Impact Statement is attached.

Attachment: Probation's Fiscal Impact Statement

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

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FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Christopher Artim, Senior Administrative Services Officer
DATE: 4/12/2011
SUBJECT: **Fiscal Impact Statement – Correctional Food Service**
for Food Products; FY 2011/2012

Fiscal Impact Statement

1. The department has sufficient funding

Correctional Food Services has budgeted appropriately for the purchase of raw food products to be used in preparation of meals for Placer County Jail and Juvenile Detention Facilities. BPO's 17933, 17932, 17929, 17930, 17931, 17934 and 17935 total a potential \$657,000 in food expenses, if all were fully depleted. Funding is available in the FY 2011/2012 budget for Correctional Food Service for these expenditures.

These BPO's, totaling \$657,000.00, will be used in combination to purchase food products. The food products purchased will supply ingredients for all meals prepared through Correctional Food Services.