

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *BW*
DATE: October 8, 2013
SUBJECT: Inmate Clothing and Bedding – Extend BPO with Bob Barker Company

ACTION REQUESTED

1. Approve the extension of Blanket Purchase Order (BPO) 20099 with Bob Barker Company of Fuquay-Varina, NC through November 16, 2013 for the purchase of Inmate Clothing and Bedding, increase the BPO by \$12,000, and authorize the Purchasing Manager to sign the resulting BPO extension.

BACKGROUND

The Sheriff requires a BPO with one or more firms for the purchase of inmate clothing and bedding on an as-needed basis for persons housed in correctional facilities. On August 22, 2012, BPO No. 20099 was issued to Bob Barker Company in accordance with a competitively bid agreement awarded by Lancaster County, NE. The pricing available under the Lancaster County agreement was determined to be more favorable than the pricing Placer County historically receives for its own bids. Section 1.3(e)(3) of the Purchasing Policy Manual permits the use of other government agency contracts without further competitive bidding by Placer County.

The Lancaster County agreement is effective through November 16, 2013 and has an option to renew, which the agency intends to exercise. However, it will be several weeks before this step is finalized. Placer County's BP020099 will expire on September 30, 2013. Procurement recommends extending the BPO to November 16, 2013 to coincide with the current Lancaster County agreement period. The BPO will need to be increased to accommodate the Sheriff's clothing requirements for the extended period. The current maximum amount of the BPO is \$67,000. The department has requested an increase in the amount of \$12,000. The Purchasing Manager is authorized to increase the BPO by not more than 10 percent. This increase requires your Board's approval.

FISCAL IMPACT

Upon your Board's approval, BP020099 will be increased by \$12,000 to a new maximum amount of \$79,000.

CC: Judy LaPorte, Sheriff's Office Administrative Services Manager
Liz Zmyslowski, Sheriff's Office Senior Administrative Services Officer

