

**MEMORANDUM**  
**COUNTY OF PLACER**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager

DATE: June 16, 2015

SUBJECT: Concealable Body Armor – Galls LLC.

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**ACTION REQUESTED**

1. Approve Change Order No. 2 to Blanket Purchase Order No. 21340 with Galls LLC. of Lexington, KY for concealable body armor for the Sheriff's Office and Probation Department to increase the blanket purchase order amount by \$20,000 resulting in a new maximum amount of \$70,000, funded by department budgets on an as-needed basis.

**BACKGROUND**

On July 1, 2014, Procurement awarded competitive Bid No. 10281 for concealable body armor for the Sheriff's Office and Probation Department to Blumenthal Uniform Co. Inc. As a result, Blanket Purchase Order (BPO) No. 21340 was issued in the maximum amount of \$50,000 for the period of July 1, 2014 through June 30, 2015.

On November 14, 2014 the Purchasing Manager authorized Change Order No.1 to reassign the BPO from Blumenthal Uniform to Galls LLC.

An increase to the BPO is needed to purchase additional body armor for the Sheriff's training unit and adult correctional facility. The Probation Department also anticipates ordering additional vests prior to the end of the BPO period. The current BPO amount is not sufficient to cover these additional expenditures. It is estimated that an additional \$20,000 will need to be added to the BPO to support the Departments' requirements through June 30, 2015.

The requested increase exceeds the Purchasing Manager's signature authority. Therefore, your Board's approval is required to process a change order to increase the BPO.

**FISCAL IMPACT**

Upon your Board's approval, BP021340 will be increased by \$20,000 to a new maximum amount of \$70,000. County departments budget for these expenses as necessary and funds are not encumbered until services are rendered against the BPO.

cc: Virginia Valenzuela, Senior Administrative Services Officer – Sheriff's Office  
Chris Artim, Senior Administrative Services Officer - Probation

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