

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

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager ^{AP}

DATE: January 13, 2009

SUBJECT: Approve the Renewal of Negotiated Blanket Purchase Order No. 15376 in the Amount of \$75,000.00 with Sam's Club for Food Items for Health and Human Services

ACTION REQUESTED

Approve the renewal of Blanket Purchase Order (BPO) No. 15376 with Sam's Club of Roseville, CA as requested by Health and Human Services (HHS) Systems of Care and authorize the Purchasing Manager to sign the resulting Blanket Purchase Order in the maximum amount of \$75,000.00.

BACKGROUND

HHS Systems of Care requires a BPO for bulk quantities of individually packaged food items to be purchased on an as needed basis. BP015376 was issued to Sam's Club for the period January 1, 2008 to December 31, 2008. HHS has requested that the BPO be renewed for another year.

Sam's Club and Costco are the only stores in the area that can provide individually packaged food that HHS requires, at bulk prices. Costco has declined to respond to previous bid solicitations. Sam's Club does not offer a discount from their normal retail prices, but they have agreed to the County's normal billing and payment practices. Section 1.3(o) of the Purchasing Policy Manual permits the renewal of BPOs based on the vendor's satisfactory service, and good business sense. Due to the limited availability of suppliers of this type, an attempt to bid these requirements would not yield different results.

The new BPO will be effective January 1, 2009 through December 31, 2009.

FISCAL IMPACT

Based on current usage, HHS has requested to renew the BPO in the amount of \$75,000.00. The department's fiscal impact statement is attached.

cc: Georgia Emslie, Health and Human Services Fiscal Program Manager
Jim Nissen, Health and Human Services Systems of Care



**Placer County
Health and Human Services Department**

MEMORANDUM
Administrative Services

Date: October 31, 2008
To: Honorable Board of Supervisors
From: Georgia Emslie
Health and Human Services Fiscal Program Manager
Subject: **Fiscal Impact Statement**
BPO – Food and Household Products

HHS' Adult and Children's Systems of Care have budgeted appropriately for this \$75,000 BPO for these food and household purchases for the Children's Shelter and Rosewood Crisis Residential Facility, and funding is included in the FY2008-09 final budgets. There is no increase in this BPO compared to the prior period. These purchases generate state and federal funding of approximately \$50,000; the General Fund share is approximately \$25,000.

Perspective, Hope, and Opportunity