MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager

DATE: December 9, 2014

SUBJECT: Information Technology Support Services – Randstad Technologies

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ACTION REQUESTED

1.   Approve the annual renewal of a blanket purchase order with Randstad Technologies of Sacramento, CA for information technology technical support services to be used by Child Support Services in the maximum amount of $150,000, funded by the department's FY2014-15 budget with no new net County cost, for the period of January 1, 2015 through December 31, 2015;
2.   Approve the option to renew the blanket purchase order for one additional one-year term provided that the renewal amount does not exceed 10 percent of the recommended maximum amount of $150,000; and
3.   Authorize the Purchasing Manager to sign the resulting blanket purchase order.

BACKGROUND

On January 7, 2014, your Board approved the award of a blanket purchase order (BPO) with Randstad Technologies for information technology technical support services to be used by Child Support Services. The BPO with Randstad expires on December 31, 2014. The Department has identified a need to continue this service during the completion of information technology projects..

Randstad has agreed to renew at the same pricing and terms. Your Board's approval is required to proceed with a new one-year BPO in the maximum amount of $150,000 and to authorize the Purchasing Manager to sign the related BPO.

FISCAL IMPACT

Upon your Board's approval, a new BPO will be awarded to Randstad Technologies in the maximum amount of $150,000 for the period January 1, 2015 through December 31, 2015. The department has budgeted appropriately for this expense. Purchases are funded by the department's FY2014-15 budget. Funds are not encumbered until services are rendered against the BPO.

cc: Jeff Thompson, Senior Administrative Services Officer, Child Support Services

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