



# County of El Dorado

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## Legislation Text

File #: 15-0152, Version: 1

Chief Administrative Office, Procurement and Contracts Division, recommending the Board consider the following:

- 1) Award Bid No. 15-485-026 for the purchase of Janitorial Supplies to the low qualified bidders, West Coast Janitorial Supply, of Placerville, CA in the amount of \$105,600.00; Royal Paper Corporation, of Santa Fe Springs, CA in the amount of \$6,200.00; JC Paper, of Fremont, CA in the amount of \$7,700.00; and Sac Val Janitorial Supply, of West Sacramento, CA in the amount of \$7,000.00;
- 2) Approve and authorize the Purchasing Agent to issue multiple blanket purchase orders to the same four bidders in the total the amount of \$126,500.00 for a twenty-four month (24-month) award period following Board approval; and
- 3) Approve and authorize the Purchasing Agent to increase the blanket purchase order on an "as needed" basis during the awarded period as long as funding is available within the Central Stores budget.

### FUNDING: General Fund.

<b>BUDGET SUMMARY:</b>	
Total Estimated Cost.....	\$126,500.00
Budget - Current FY.....	\$126,500.00
Budget - Future FY.....	
New Funding.....	
Savings.....	
Other.....	
Total Funding Available.....	\$126,500.00
Change To Net County Cost.....	0.00

### Fiscal Impact/Change to Net County Cost

Funding is available within the Chief Administrative Office, Central Stores budget (General Fund) for the purchase of supplies to stock in the warehouse. Funding for departments to purchase supplies from the warehouse is budgeted in each department.

### Reason for Recommendation

At the request of Central Stores, the Procurement and Contracts division issued an Invitation to Bid for janitorial supplies, including chemicals, utensils, floor care products, paper products and trash liners for use by all County departments.

Forty-nine (49) Bid Notification Letters were mailed, six (6) to local vendors. Five qualified responses were received, one from a local vendor. The bid evaluation is based on the actual usage of Janitorial

Supplies from the previous 12-month (12-month) award period.

**Contact**

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