**File #:** 17-1300, **Version:** 1

Chief Administrative Office, Procurement and Contracts on behalf of Sheriff's Office, recommending the Board consider the following:
1) Authorize the Purchasing Agent to increase a blanket purchase order (BP20170849) by $202,163.00 for the purchase of Multi Band Radios, to the low qualified bidder Motorola, Inc. of Shaumberg, IL for an aggregate total of $239.163.00;
2) 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 requesting department's budget; and
3) Authorize the Purchasing Agent to extend the blanket purchase order for one additional twelve-month (12-month) award period at the same pricing, terms and conditions, if determined to be in the County's best interest upon expiration of the current term.

**FUNDING:** General Fund.

**DEPARTMENT RECOMMENDATION**

Chief Administrative Office, Procurement and Contracts on behalf of Sheriff's Office, recommending the Board consider the following:
1) Authorize the Purchasing Agent to increase a blanket purchase order (BP20170849) by $202,163.00 for the purchase of Motorola Multi-Band Radios, to the low qualified bidder Motorola, Inc. of Shaumberg, IL for an aggregate total of $239,163.00;
2) 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 requesting department's budget; and
3) Authorize the Purchasing Agent to extend the blanket purchase order for one additional twelve-month (12-month) award period at the same pricing, terms and conditions, if determined to be in the County's best interest upon expiration of the current term.

**DISCUSSION / BACKGROUND**

At the request of the Sheriff's Office, the Procurement and Contract Division issued an Invitation To Bid for Motorola Hand Held radios. Hand Held Radios are used by the Sheriff's Office, in the performance of their daily duties for the safety of employees. Thrity-three (33) Invitations to Bid were mailed, five (5) to local vendors. Eight (8) qualified responses were received, none from local vendors. On June 21, 2017 the Purchasing Agent awarded this bid and issued two blanket purchase orders to Motorola, Inc. of Shaumberg, IL (BP20180849) in the amount of $36,000.00 and to Command Communications of Spring, TX (BP20170850) in the amount of $63,000.00 for Motorola Hand Held Radios. On August 28, 2017 the Purchasing Agent approved an increase to the blanket purchase order in the amount of $1,000.00 for additional needs identified by the Sheriff's Office, for a revised total amount of $37,000.00.

On November 10, 2017 the Sheriff's Office requested an additional increase of $202,163.00 to BP20170849 for future needs of the Department that were not anticipated in the original bid. The Purchasing Agent's authority for purchase orders for goods is limited to $100,000 by County

Ordinance, so the requested increase requires Board of Supervisors approval.

**ALTERNATIVES**
Hand Held Radios are essential for the Sheriff's Office and a competitive process has been conducted.

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**
Sheriff's Office

**CAO RECOMMENDATION**
Approve as recommended.

**FINANCIAL IMPACT**
Procurement and Contracts has been advised that funding is available within the requesting Department's budget.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**
None

**STRATEGIC PLAN COMPONENT**

**CONTACT**
Terri Knowlton, Purchasing Agent
Randy Peshon, Undersheriff