

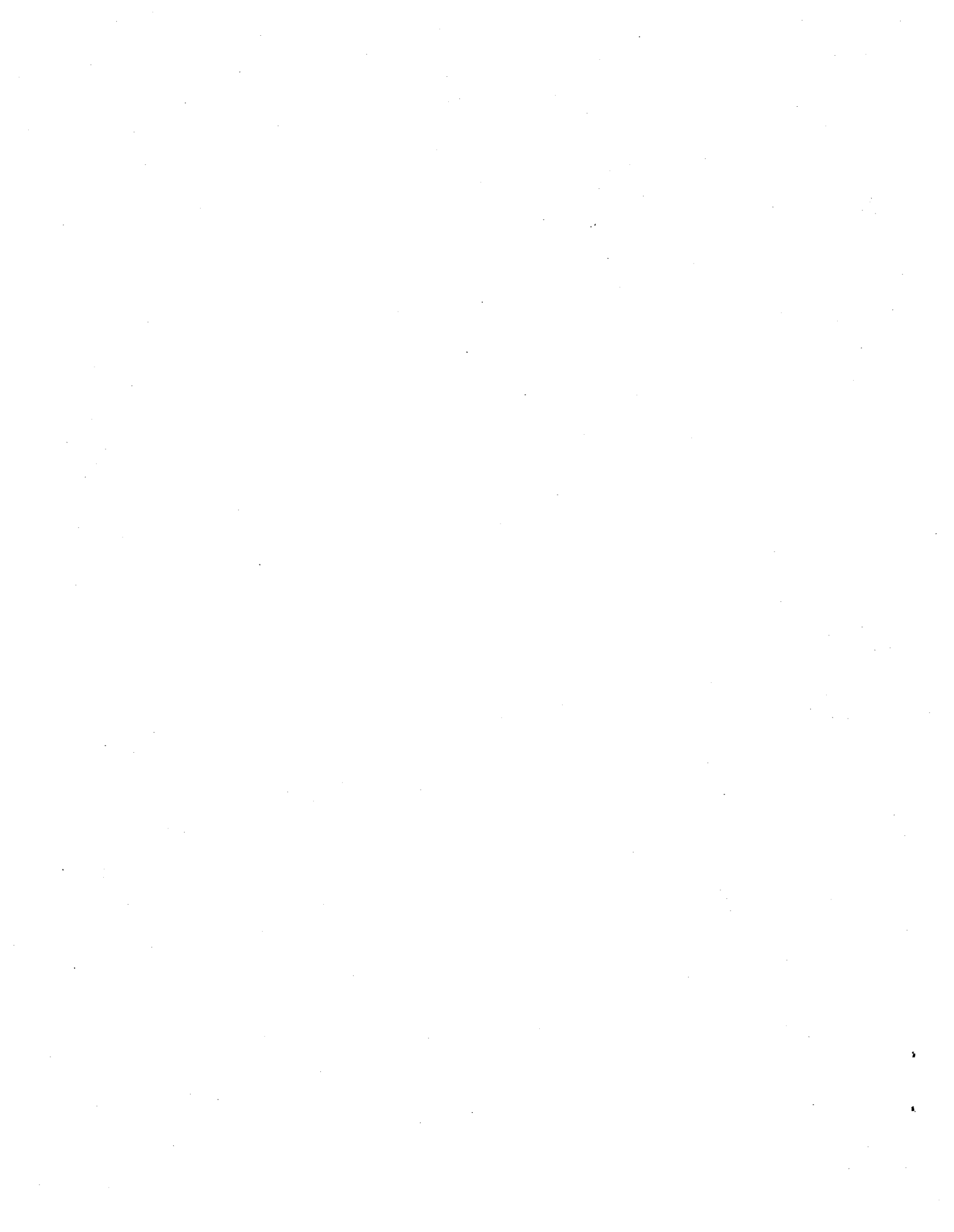


Contra Costa County
Employment and Human Services Department
Community Services Bureau



Request for Purchase Order Requisition

Vendor: (Suggested) Quidsi, Inc Diapers.com ATTN: PO Dept 10 Exchange Pl 25 th Floor Jersey City NJ 07302 City State Zip	Delivery Address: 1470 Civic Ct. Suite 200 Address Concord CA 94520 City State Zip Adriana Arceo 7.28.16 Requested by <i>SM 7/28/16</i> Date Accounting Approval Date Org. # <i>As Coded</i> Program Director Approval <i>8/1-16</i> Date												
Name and address of vendor must be completed.													
Quantity 1	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Detailed Description of Item(s) requested Include Item #, Model #, Measurements, or Pictures of Item(s)</th> <th style="width: 20%;">Unit Price</th> <th style="width: 20%;">Total Price</th> </tr> </thead> <tbody> <tr> <td> Renewal of BPO PO #47378 adding \$200,000.00 Contract for three years. To purchase Diapers, Wipes, Related Baby Products and child products Supplies as needed. Original PO: 47378 Original blanket period: 7/1/13-6/30/16 Blanket period three years 7.1.2016-6.30.19 funds: \$200,000.00 </td> <td style="text-align: center; vertical-align: top;">\$200,000.00</td> <td style="text-align: center; vertical-align: top;">\$200,000.00</td> </tr> <tr> <td style="text-align: right;"> Subtotal: Sales Tax: Shipping/Delivery Charge: </td> <td></td> <td style="text-align: center;">\$200,000.00</td> </tr> <tr> <td></td> <td style="text-align: right;">Total:</td> <td style="text-align: center;">\$200,000.00</td> </tr> </tbody> </table>	Detailed Description of Item(s) requested Include Item #, Model #, Measurements, or Pictures of Item(s)	Unit Price	Total Price	Renewal of BPO PO #47378 adding \$200,000.00 Contract for three years. To purchase Diapers, Wipes, Related Baby Products and child products Supplies as needed. Original PO: 47378 Original blanket period: 7/1/13-6/30/16 Blanket period three years 7.1.2016-6.30.19 funds: \$200,000.00	\$200,000.00	\$200,000.00	Subtotal: Sales Tax: Shipping/Delivery Charge:		\$200,000.00		Total:	\$200,000.00
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SUPPLEMENTAL APPROVAL FORM FOR ITEMS OVER \$25,000

(if over \$100,000- Board of Supervisors Approval needed)

Department: EHSD-Community Services Bureau

Date: May 09, 2013

Authorized Requestor: Sung Kim

Telephone: 925-313-1606

Authorized Requestor Signature: _____

1. P.O. Requisition No. 47378 for renewal

2. Item. Baby Products

3. Single Item

Multiple Like Items X

Integrated System

4. How does this purchase meet the Departments operational needs?

Quidsi, Inc. is the parent company of Diapers.com, which is the largest online baby care specialty site in the United States. They offer a wide variety of high quality baby products, such as diapers, wipes, formula, and baby food. They have hard-to-find essentials and an assortment of natural and organic products made available to their customers. They offer competitive prices and they sell their products in bulk sizes and cases, which allow us to purchase at a cheaper price. They also offer free and fast shipping. They have a wide assortment of high quality products from various manufactures, such as Procter and Gamble, Kimberly Clark, Abbott Nutrition, Mead Johnson, Nestle, and Johnson & Johnson.

5. Estimated cost: \$200,000.00 from July 1, 2016 to June 30, 2019

6. Funding Source: Federal (100%) funds

7. Information Technology Approval (Needed for acquisition of computer hardware, services, software)
Computer Hardware, Services, and Software meet minimum use guidelines.

Signature: _____ Date: _____

8. County Administrator Approval

Signature: _____ Date: . _____

**CRITERIA FOR
SOLE SOURCE / BRAND PROCUREMENT**

“SOLE SOURCE JUSTIFICATION FORM”

Please address by specific reference each question listed below (1 – 5) in your justification.
Failure to respond to any of the questions may result in the rejection of your request.
(When answering questions use separate sheets of paper as needed)

1. Why was the particular product and / or vendor selected?

Quidsi, Inc. is the parent company of Diapers.com, which is the largest online baby care specialty site in the United States. They offer a wide variety of high quality baby products, such as diapers, wipes, formula, and baby food. They have hard-to-find essentials and an assortment of natural and organic products made available to their customers. They offer competitive prices and they sell their products in bulk sizes and cases, which allow us to purchase at a cheaper price. They also offer free and fast shipping. They have a wide assortment of high quality products from various manufactures, such as Procter and Gamble, Kimberly Clark, Abbott Nutrition, Mead Johnson, Nestle, and Johnson & Johnson

**2. What are the unique performance factors of the selected product / service?
Provide detailed specifications and descriptions.**

Offer a wide variety of high quality baby products, and have hard to find essentials. Quidsi, also has organic products and have competitive pricing. Shipping is also free and fast.

3. Why are these specific factors required?

We need to be able to get the items shipped to our facilities at low to no cost in a timely manner to ensure the well-being of the children that we are in care of.

4. What other products / services have been examined and rejected?

Other companies cannot compete with the free shipping and fast service. Also, with the rise of pricing Quidsi is the best choice for the service that we need.

**5. Why are other sources providing like goods or services unacceptable?
Full explanation needed.**

There is an excellent relationship with this company, with the fast and friendly service, low cost, and hard to find products other manufacturers cannot compete with the service.

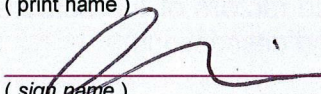
I HEREBY CERTIFY THAT:

- 1) I am an approved County department representative. I understand the County's requirements for competitive bidding, as well as the criteria for justification for sole source.
- 2) I have gathered the required technical information and have made a good faith effort to Review comparable and / or equal equipment / product / services.
Copies are attached.

I certify to the best of my knowledge the validity of the information contained herein.

Department / Division / Office name Community Services Bureau

Department representative name Sung Kim
(print name)

Department representative signature 
(sign name)

Date: 8-1-16

GSD PURCHASING OFFICE USE ONLY:

BUYER: _____ PURCHASING AGENT / DESIGNEE _____

APPROVED: _____ NOT APPROVED: _____ DATE: _____

COMMENTS: