



Contra  
Costa  
County

To: Board of Supervisors  
From: David O. Livingston, Sheriff-Coroner  
Date: July 11, 2017

Subject: Change Order - Hammons Supply Company

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Sheriff-Coroner, a purchase order amendment with Hammons Supply Company, to increase the payment limit by \$25,000 to a new payment limit of \$190,000 for the purchase of miscellaneous custodial supplies and equipment repairs as needed at County adult detention facilities for the period June 1, 2016 through May 31, 2017.

**FISCAL IMPACT:**

\$25,000. 100% General Fund; Budgeted.

**BACKGROUND:**

Hammons Supply Company provides miscellaneous janitorial products and equipment for the three Detention Facilities of Contra Costa County. This vendor offers lower pricing for specific custodial products, such as plastic liners, latex gloves and toilet paper when compared to major county suppliers such as Supply Works. They also have a local warehouse that accommodates quicker delivery and/or pick-up of supplies.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **07/11/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: July 11, 2017

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Liz Arbuckle,  
925-335-1529

The

BACKGROUND: (CONT'D)

Office of the Sheriff requested, and the vendor supplied, products that exceeded the amount authorized. Because the vendor supplied the services in good faith at request of the Department, the Department is requesting an increase in the original purchase order to pay the vendor the amount owed.

CONSEQUENCE OF NEGATIVE ACTION:

The Sheriff's Office will be unable to amend the current purchase order.

CHILDREN'S IMPACT STATEMENT:

No impact.