

Memorandum

Date : August 28, 2008

To : Mr. Ramon J. Hirsig
Executive Director

From : David J. Gau, Deputy Director 
Property and Special Taxes Department

Subject : APPROVAL OF CONTRACT OVER \$1.0 MILLION

Your approval is requested to place the following item on the Administrative Agenda for the September 17, 2008, Board meeting:

- One year extension, SICPA Product Security contract

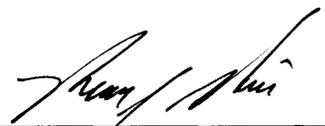
The Excise Taxes Division of the Property and Special Taxes Department seeks approval to exercise a contract option that provides for a one year extension of the contract. The contractor is satisfactorily fulfilling all of the terms and provisions of its contract. Accordingly, I recommend the Board's concurrence for a second extension, for a period of one year, of the cigarette tax stamp contract in accordance with the extension clause provision of the contract. Attached is a BOE-287 "Requisition for Purchase" and a copy of the original purchase order.

With your approval, the Board Proceedings Division will place this item on the Public Agenda Notice and provide a copy of the attachments to each Board Member.

If you have any questions or wish to discuss this request, please contact Lynn Bartolo at 322-9550.

DJG:lb
Attachments

cc: Ms. Diane Olson
Ms. Lynn Bartolo

Approved: 
Ramon J. Hirsig, Executive Director

BOARD APPROVED
At the _____ Board Meeting

Diane Olson, Chief
Board Proceedings Division

(SUBMIT BOE-287 ON GREEN PAPER)

SHIP TO BOARD OF EQUALIZATION			PROGRAM CODE 4930	% 100	DATE 9/2/08	UNIT ORDER NUMBER	
DISTRICT/UNIT NAME Excise Taxes Division			PROGRAM CODE	%	CONTRACT NUMBER	DISTRICT/UNIT NUMBER 493	FISCAL YEAR 08/09
SHIP TO ADDRESS 450 N Street MIC: 56		ID/MIC NUMBER 56	PROGRAM CODE	%	SUPPLIER NAME SICPA Product Security		
CITY Sacramento		STATE CA	ZIP CODE 95814	PROGRAM CODE	%	SUPPLIER ADDRESS 8000 Research Way	
CITY Sacramento		STATE CA	ZIP CODE 95814	PROGRAM CODE	%	CITY Springfield	STATE VA
CITY Sacramento		STATE CA	ZIP CODE 95814	PROGRAM CODE	%	CITY Springfield	STATE VA
FORM COMPLETED BY (originator) Suzanne Cari			TELEPHONE/CALNET NUMBER (916) 327-7068	SUPPLIER CONTACT Stephen Wass			
DELIVERY CONTACT (if different) Lynn Bartolo			TELEPHONE/CALNET NUMBER (916) 322-9550	SUPPLIER TELEPHONE NUMBER (703) 440-7766		SUPPLIER FAX NUMBER (703) 372-3634	

PLEASE NOTE: A JUSTIFICATION IS REQUIRED FOR ALL REQUESTS

QUANTITY	UNIT	STOCK ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENSION
1,278,182	1,000		Cigarette tax stamps: 1 unit = 1,000 stamps	\$4.77	\$6,096,928.14
					\$0.00
			Board of Equalization exercising option to extend contract		\$0.00
			for one year effective January 1, 2009 - December 31, 2009.		\$0.00
					\$0.00
			Extension for the final year option under Purchase Order		\$0.00
			59656 - Cigarette Tax Stamps - Revision B on Purchase		\$0.00
			Order 59656 issued by DGS/PD.		\$0.00
					\$0.00
					\$0.00

DO NOT LIST ITEMS BELOW THIS LINE

PROCUREMENT UNIT USE ONLY

ORIGINATOR'S SIGNATURE / DATE DIVISION CHIEF/ADMINISTRATOR'S APPROVAL / DATE PROPERTY COORDINATOR'S APPROVAL / DATE			SUB-TOTAL		\$6,096,928.14
			SALES TAX		
			SHIPPING & HANDLING		
			TOTAL		

ADMINISTRATIVE SUPPORT DIVISION USE ONLY

AUTHORIZED SIGNATURE				DATE	EXPENDITURE CODE	BILLING CODE
<input type="checkbox"/> APPROVED <input type="checkbox"/> CANCELED					DELIVERY	F.O.B.
SMALL BUSINESS Y/N				MICRO BUSINESS Y/N	EXPIRES	PO NUMBER
EXPIRES				DVBE Y/N	EXPIRES	SB/DVBE CERT NUMBER
TERMS				PROGRAM CODE		