



**District Attorney
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One
PETE VANDER POEL
District Two
AMY SHUKLIAN
District Three
J. STEVEN WORTHLEY
District Four
MIKE ENNIS
District Five

AGENDA DATE: January 24, 2017

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

CONTACT PERSON: Dan Underwood PHONE: 636-5494

SUBJECT: Approve a Capital Asset purchase of eight vehicles.

REQUEST(S):

That the Board of Supervisors:

1. Approve a capital asset purchase of eight vehicles in an amount not to exceed \$209,000.
2. Approve the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

SUMMARY:

The Office of the District Attorney maintains a criminal investigative vehicle inventory. These vehicles are used by investigators, investigative technicians, and investigator aides, most of whom are tasked with not only driving daily in our very rural county (spanning over 4,800 miles), but also across the state.

Several vehicles in our current inventory exceed the 120,000 mileage level used to evaluate vehicles for replacement. These high mileage vehicles incur rising repair costs and increased time out for service that negatively impacts our ability to provide investigative services to the County.

We are requesting to purchase six fuel efficient vehicles for use by our investigative technicians. These staff serve subpoenas throughout Tulare County, and these vehicles will average an efficient 40 to 50 miles per gallon This includes two Chevy Cruzes at an estimated cost of \$23,000 each, one Toyota Prius at an estimated cost of \$28,000, and three Honda Civics at an estimated cost of \$23,000 each. We are also requesting to purchase one Ram 1500 Tradesman Crew Cab at an estimated cost of \$33,000, and one Ford Explorer at an estimated cost of

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\$33,000.

We have a need for the Explorer Sport Utility Vehicle as our standard vehicles often aren't large enough to meet our needs and we must utilize two vehicles during those times. Investigative staff routinely transports witnesses to court, in addition to transporting witnesses, their families, and their belongings through our witness relocation activities. In addition, investigative staff carries out a large amount of community outreach and education throughout the year, activities which require the transport of our tables, displays, and boxes of literature disseminated at these events. Finally, investigative staff often transports boxes of evidence to our outlying storage facilities.

The total approximate cost for these eight vehicles is not to exceed \$209,000. A 10% buffer has been included. These vehicles will be purchased in accordance with the County's purchasing guidelines.

FISCAL IMPACT/FINANCING:

The District Attorney's Office will use \$209,000 it has realized in budgetary savings for the purchase of the vehicles. The attached AUD 308 indicates the budget changes associated with this request. There is no additional net County cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan includes Safety and Security Initiatives. The purchase of these vehicles ensures our Criminal Investigative Unit can continue to fulfill its investigative obligations to the public and the County.

ADMINISTRATIVE SIGN-OFF:

Dan Underwood
Chief Deputy District Attorney

Cc: Auditor-Controller
County Counsel
County Administrative Office (2)

Attachment(s) AUD 308

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

**IN THE MATTER OF APPROVE A) Resolution No. _____
CAPITAL
ASSET PURCHASE OF EIGHT VEHICLES.) Agreement No. _____**

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: MICHAEL M. SPATA
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Approved a capital asset purchase of eight vehicles in an amount not to exceed \$209,000.
2. Approved the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

AUD-308 - Budget Adjustment Form

8:10 AM

01/12/17						7/17				2017	
Date		Document ID Number		Accounting Period		Budget Fiscal Year					
				District Attorney				Karen McVaigh		623-0683	
				Agency Name				Contact Person		Phone	
								Extension			

Action** A,C,D	Fund	Dept	Appr #				LEVEL 1 Finish Here	Current Amount	Revised Amount	Inc / Dec Amt
C	001	100	100SBEN					19,311,404	19,102,404	(209,000)
C	001	100	100CAP					193,200	402,200	209,000
										-
										-
										-
										-
										-
										-
										-
Appropriations Total							<i>Need Not Equal Zero</i>	19,504,604	19,504,604	-

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
C	001	100	100SBEN	3200	6001			9,886,718	9,677,718	(209,000)
C	001	100	100CAP	3200	8342			160,000	369,000	209,000
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
Line Total							<i>Must Equal Zero</i>	\$ 10,046,718	\$ 10,046,718	\$ -

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)

Use savings in Personnel to purchase eight vehicles for the Bureau of Investigations. Vehicles needed for new staff and for replacement of old vehicles, some of which have over 160,000 miles. Savings in personnel due to vacant positions that have not been filled. No change to NCC.

_____ Affected Dept Head Signature		_____ Other Affected Dept Head Signature	
Checked By: _____ County Executive Office Action: No. _____ Date: _____ () Approved () Disapproved		Entered By: _____ Date: _____ Distribution: 1: BOS/CAO/Auditor	
By: _____ Board of Supervisors Action: No. _____ Date: _____			

**** Action Codes: A=Add, C=Change, D=Deactivate**

* Whenever a 93XX account budget is adjusted, a corresponding 94XX account budget must be adjusted in the billing agency, except for ISFs

* Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa

* Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa