



**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: October 2, 2018 - **REVISED**

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"/>
County Counsel Sign Off	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 type="checkbox"/>	N/A <input checked="" 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: David Alavezos PHONE: 636-5494

SUBJECT: Approve a Capital Asset purchase

REQUEST(S):

That the Board of Supervisors:

1. Approve a capital asset purchase of one vehicle in an amount not to exceed \$29,605.
2. Authorize the Purchasing Agent to waive the bid process and obtain quotes for this vehicle and six previously approved vehicles.

SUMMARY:

The Office of the District Attorney is seeking to purchase seven vehicles total. Six vehicles were approved in the Fiscal Year 2018/2019 budget (Resolution No. 2018-0768) for its Bureau of Investigations (BOI) fleet and Child Advocacy Center grant program. One additional vehicle was involved in an accident on August 10, 2018, and deemed to be a total loss by Risk Management but was not included in the approved FY 2018/2019 budget.

Bureau of Investigations Fleet

Five vehicles will be replacing current vehicles that have between 112,000 and 140,000 miles. These are being prepared to be surplus. This includes unit numbers 083, 093, 096, 530 and 1195. The department plans to purchase five Chevy Impalas at a cost of \$26,914 each, which includes taxes and government fees. Adding a 10% contingency, the total not-to-exceed cost for five vehicles will be \$148,027. These five vehicles were included in the department's approved FY 18/19 budget.

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DATE: October 2, 2018

One vehicle, unit number 099, was involved in an accident on August 10, 2018, and deemed to be a total loss by Risk Management. The department plans to purchase one Chevy Impala at a cost of \$26,914, which includes taxes and government fees. Adding a 10% contingency, the total not-to-exceed cost for this vehicle will be \$29,605. Because the County's insurance policy will cover all but the \$10,000 deductible, \$19,605 will be booked as revenue in the near future to offset the vehicle's purchase price. This vehicle was not included in the department's approved FY 18/19 budget, and the department is seeking the Board's approval to purchase its replacement.

Child Advocacy Center

The seventh vehicle is for the department's new Child Advocacy Center grant program. The funding source, the Governor's California Office of Emergency Services, has approved the purchase of a vehicle using this grant funding. The department plans to purchase a Ford Explorer in an amount of \$34,685. Adding a 10% contingency, the total not-to-exceed cost for this vehicle will be \$38,154. The department's Child Abuse Response Team staff will use this vehicle for the daily transportation of a forthcoming service dog which will be used to comfort child victims during forensic interviews. In addition, grant program staff will use the vehicle to attend conferences, trainings and mandatory Cal OES meetings.

The total cost of all seven vehicles will not exceed \$215,786. This total includes taxes, government fees, and a 10% contingency. Of the total amount of \$215,786, \$137,632 will be paid out of budget unit 3200 (\$185,000 was included in the department's approved FY 2018/2019 budget to cover this purchase). The Child Advocacy Center grant (budget unit 3297) will cover the remaining \$38,154.

The department has worked with Motor Pool for preliminary quotes and will continue to follow their guidelines for sole sourcing these purchases.

The District Attorney's Office is requesting that the Board authorize the Purchasing Agent to waive the bid process and obtain quotes for the purchase of these vehicles. The County bid process, from beginning to taking possession of the vehicle, can take up to eight months. Waiving the process would allow the department to have the replacement vehicles in possession by December 2018, better ensuring the safety of its drivers. In addition, Child Advocacy Center grant funds must be spent by March 31, 2019, leaving the department with less than seven months to physically have the vehicle in possession.

FISCAL IMPACT/FINANCING:

There is no Net County Cost associated with this request. The total cost of the seven-vehicle purchase is \$215,786, and the FY 2018/2019 approved budget for autos was \$223,000, therefore no AUD 308 is necessary. A breakdown of the \$215,786 is noted below.

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- Five replacement vehicles in the amount of \$134,570 (not to exceed cost of \$148,027);
- Child Advocacy Center grant related purchase in the amount of \$38,000 (not to exceed cost of \$38,154); and
- One replacement vehicle in the amount of \$26,914 (not to exceed cost of \$29,605)

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:



Yun Gyung Park-Moore
Fiscal Manager

Cc: County Administrative Office

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

IN THE MATTER OF APPROVE A CAPITAL) Resolution No. _____
ASSET PURCHASE) 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 C. SPATA
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

1. Approved a capital asset purchase of one vehicle in an amount not to exceed \$29,605.
2. Authorized the Purchasing Agent to waive the bid process and obtain quotes for this vehicle and six previously approved vehicles.