



**District Attorney  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

EDDIE VALERO  
District Four

DENNIS TOWNSEND  
District Five

**AGENDA DATE:** April 7, 2020 - **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"/>
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 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 checked="" type="checkbox"/>	N/A <input type="checkbox"/>
CONTACT PERSON: Dan Underwood    PHONE: 636-5494		

**SUBJECT:** Approve a capital asset purchase.

**REQUEST(S):**

That the Board of Supervisors:

1. Approve a capital asset purchase of two vehicles in an amount not to exceed \$56,016; and
2. Approve the necessary budget adjustments per the attached AUD 308 (4/5ths Vote Required).

**SUMMARY:**

The Office of the District Attorney has been a recipient of a Workers' Compensation Insurance Fraud Program (WC Program) grant for over 25 years. Funded by the California Department of Insurance (CDI), the purpose of the WC Program is to investigate and prosecute fraudulent workers' compensation cases committed by employees and employers in Tulare County, including claimant, premium, unemployed insurer, and insider fraud.

CDI occasionally allows for the purchase of automobiles for investigative use, and has recently approved the purchase of two vehicles in our Fiscal Year 2019/20 WC Program budget. The Department is seeking approval from the Board to purchase these vehicles for WC Program investigator use.

The Department seeks to purchase one 2020 Ford Escape at a cost of \$25,440. The Department would also like to purchase one Chevrolet Equinox at a cost of \$25,484. Adding a 10% contingency, the total not-to-exceed cost for both vehicles will be \$56,016.

**SUBJECT:** Approve a capital asset purchase

**DATE:** April 7, 2020

These vehicles will be used by WC Program investigators for field investigations, including insurance compliance checks and video surveillance on individuals suspected of claimant fraud.

The total cost of this purchase is well below the \$100,000 threshold which triggers the need to go through the County's bid process. The Department will work with Motor Pool to follow their guidelines for sole sourcing these purchases.

**FISCAL IMPACT/FINANCING:**

The purchase will include one 2020 Ford Escape at a cost of \$25,440, and one Chevrolet Equinox at a cost of \$25,484. Adding a 10% contingency, the total not-to-exceed cost for both vehicles will be \$56,016. This purchase is covered 100% through the WC Program (Unit 3182) and it will be paid during FY2019/20. There is no net County cost to the General Fund.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five-year Strategic Business Plan includes Safety and Security Initiatives. The purchase of these vehicles ensures our WC Program investigators can continue to fulfill their undercover investigations in a safe manner.

**ADMINISTRATIVE SIGN-OFF:**

/s/ Yun-Gyung Park-Moore

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Yun-Gyung Park-Moore  
Fiscal Manager

cc: County Administrative Office

Attachment(s) AUD 308

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

IN THE MATTER OF APPROVE A )  
CAPITAL ASSET PURCHASE ) Resolution No. \_\_\_\_\_  
 ) 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: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

1. Approved a capital asset purchase of two vehicles in an amount not to exceed \$56,016; and
2. Approved the necessary budget adjustments per the attached AUD 308 (4/5ths Vote Required).

## County of Tulare — Auditor Controller Budget Adjustment Form

4:13 PM

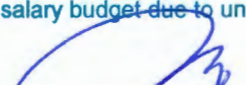
<u>03/20/20</u>		<u>09/20</u>	<u>2020</u>
Date	Document ID Number	Accounting Period	Budget Fiscal Year
District Attorney		Rainbow Moore	205-1003
Agency Name		Contact Person	Phone
			Extension


Action** A,C,D	Fund	Dept	Appr #	<u>LEVEL 1 Finish Here</u>	Current Amount	Revised Amount	Inc / Dec Amt	
C	001	100	100CAP		476,000	532,016	56,016	
C	001	100	100SBEN		21,906,808	21,850,792	(56,016)	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
<b>Appropriations Total</b>					<i>Need Not Equal Zero</i>	<b>22,382,808</b>	<b>22,382,808</b>	-

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	<u>LEVEL 2 Start Here</u>	Current Amt	Revised Amount	Inc / Dec Amt	
A	001	100	100CAP	3182	8342				56,016	56,016	
C	001	100	100SBEN	3182	6001			361,091	305,075	(56,016)	
										-	
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<b>Line Total</b>								<i>Must Equal Zero</i>	<b>\$ 361,091</b>	<b>\$ 361,091</b>	<b>\$ -</b>

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

Department of Insurance-Workers Comp grant budget (Unit 3182) was modified and approved (by Department of Insurance) to be able to divert the salary savings within 3182 into operating costs including purchase of two vehicles. This budget mod is to set up a capital asset line while reducing the salary budget due to unexpected personnel changes in the grant approved positions.

  
Affected Dept Head Signature

  
Other Affected Dept Head Signature

Checked By: \_\_\_\_\_  
 County Executive Office Action: No. \_\_\_\_\_ Date: \_\_\_\_\_  
 ( ) Approved ( ) Disapproved

By: \_\_\_\_\_  
 Board of Supervisors Action: No. \_\_\_\_\_ Date: \_\_\_\_\_

Entered By: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Distribution: 1: BOS/CAO/Auditor

**\*\* 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