



MEMORANDUM
ADMINISTRATIVE SERVICES
PROCUREMENT DIVISION
County of Placer

TO: Board of Supervisors
FROM: Brett Wood, Purchasing Manager
SUBJECT: Various Vehicle Purchases – California Governor’s Office of Emergency Services

ACTION REQUESTED

Approve the award of a negotiated purchase order to the California Governor’s Office of Emergency Services of Mather, CA for the purchase of thirty-four Chevrolet Tahoe patrol vehicles and eight (8) non-patrol vehicles in the maximum amount of \$1,500,693. Funding is provided in the FY 2016-17 Proposed Budgets for the Sheriff’s Office and Probation Department.

Authorize the Purchasing Manager to sign all required documents for this request as well as requests to purchase additional vehicles of the same type with the California Governor’s Office of Emergency Services of Mather, CA within Fiscal Year 2016-17 contingent upon the requests being appropriately budgeted and included in the Fiscal Year 2016-17 Master Fixed Asset List.

BACKGROUND

The Sheriff’s Office (PCSO) submitted requests to purchase 13 two-wheel drive and 12 four-wheel drive Chevrolet Tahoe patrol vehicles. The Probation Department also submitted a request to purchase nine (9) two-wheel drive Chevrolet Tahoe patrol vehicles. These new vehicles will replace those vehicles that are near the end of their useful life. These requests were identified as being urgent in nature due to the need to submit the vehicle orders to the manufacturer as soon as possible to avoid delays in vehicle delivery times. Such delays could potentially have a negative impact on the respective missions of the Probation Department and PCSO.

The Procurement Services Division sent out informal quote requests to five (5) potential bidders due to the urgent nature of this request in accordance with the Purchasing Policy Manual Section 3.2. The only quote received was from Winner Chevrolet of Colfax. The price quote was compared to the pricing available to the County through the California Governor’s Office of Emergency Services (CalOES) 1122 Program to determine which pricing would be most fiscally advantageous to the County. The comparison included consideration of the prompt payment discounts offered by Winner Chevrolet as well as their local vendor preference credit. The results show that purchasing these patrol vehicles through the CalOES 1122 Program would save the County approximately \$54,029.

In addition to the patrol vehicles noted above, PCSO submitted requests to purchase five (5) sport utility vehicles, two (2) passenger vans, and one (1) half-ton truck using the CalOES 1122 Program. These vehicles are not patrol vehicles and are primarily used for investigations and jail transport. PCSO staff have identified these requests as being time sensitive to avoid vehicle delivery delays. Staff recommends that your Board authorize the use of the CalOES 1122 Program to purchase the requested vehicles listed above.

Occasionally, the County finds the need to replace one (1) or more vehicles during the fiscal year that may exceed the Purchasing Manager’s signature authority. The Procurement Services Division recommends that your Board authorize the Purchasing Manager to sign purchase orders for such occasions provided the requests are appropriately budgeted and have been previously approved by your Board to be added to the FY 2016-17 Master Fixed Asset List. This action will allow the Procurement Services Division to more efficiently accommodate these types of requests and may avoid potential delivery delays.

Therefore, your Board’s approval is required to proceed with the award of purchase orders to the California Governor’s Office of Emergency Services in the maximum amount of \$1,500,693.

FISCAL IMPACT

The total purchase amount for the Sheriff's Office is \$1,182,549 and the total purchase amount for the Probation Department is \$318,144. Funds are included in the Probation Department's and the Sheriff's Office FY 2016-17 Proposed Budgets Public Safety Fund 110/21800, 110/21950, and 110/22050 appropriations. The FY 2016-17 Final Budget will include the use of vehicle replacement reserves funded by Probation.

cc: Mark Giacomini, Administrative Services Manager
Chris Artim, Senior Administrative Services Officer