



MEMORANDUM
COUNTY EXECUTIVE OFFICE
Procurement Services Division
County of Placer

TO: Board of Supervisors DATE: December 15, 2020
FROM: Todd Leopold, County Executive Officer
By: Brett Wood, Purchasing Manager
SUBJECT: Helicopter Replacement Parts and Maintenance/Repair Services – DFC, Inc.

ACTION REQUESTED

Approve an increase to the current contract with DFC Inc. doing business as Advanced Helicopter Services of Woodland, CA for helicopter replacement parts and scheduled maintenance and repair services in the amount of \$150,000 resulting in a revised maximum amount of \$250,000 for the period through June 30, 2021. Funding is provided by the Sheriff’s Office FY 2020-21 Final Budget.

Approve the option to renew this contract for two (2) additional one-year terms in the maximum amount of \$250,000 per year, authorize change orders not to exceed a cumulative amount of \$25,000 consistent with Placer County’s Procurement Policy, and authorize the Purchasing Manager to sign all required documents subject to department concurrence and available funding.

BACKGROUND

On July 1, 2020, the Purchasing Manager approved the renewal of the negotiated contract with DFC Inc. for helicopter replacement parts, scheduled inspections and maintenance, and as-needed repair services. The resulting contract was awarded in the maximum amount of \$100,000 for the period of July 1, 2020 through June 30, 2021.

Historically these services have been bid out with minimal competition. Advanced Helicopter Services has performed these services to the Sheriff’s Office satisfaction over the last several contract terms and is one of only two Factory Certified Maintenance Centers for Safran Engines (the other firm is the Safran Factory Service Center in Grand Prairie, Texas). Advanced Helicopter Services is located in Woodland, which makes it easy for Sheriff’s staff to monitor the progress of work and minimize delays in returning the helicopter to service. The firm also has a contract mechanic onsite at the Auburn Airport who can provide emergency or priority maintenance and repair work for the department’s urgent service requirements. For these reasons Advanced Helicopter Services is the only firm in the region that has the experience, knowledge, and expertise necessary to provide maintenance and repair services to the Sheriff’s helicopter in a timely manner to support public safety operations. This award supports the Critical Success Factor of supporting comprehensive public safety services.

Since the renewal contract was awarded on July 1 the department has experienced an increased need for helicopter repairs and equipment upgrades that have consumed most of the available contract amount. The Sheriff’s Office determined that an additional \$150,000 would be necessary to cover operational expenses incurred through the end of the current contract period as well as the next two requested contract renewal periods. The action requested exceeds the Purchasing Manager’s authority and requires your Board’s approval. Therefore, your Board’s approval is required to increase the current contract in the amount of \$150,000, for a revised maximum amount of \$250,000.

FISCAL IMPACT

Funding for these services is included in the Sheriff’s FY 2020-21 Final Budget and will be included in the FY 2021-22 and FY 2022-23 Requested Budgets for the Sheriff’s Office. Funds are not encumbered until services are rendered against the agreement. There is no additional impact to the General Fund.

