

CHIEF ADMINISTRATIVE OFFICE
Procurement and Contracts Division

Date Received

NON-COMPETITIVE PURCHASE REQUEST JUSTIFICATION

Required for all (non-emergency) sole source acquisitions in excess of \$5,000.00 and sole source service requests in excess of \$100,000.00.

This justification document consists of three (3) pages. All information must be provided and all questions must be answered. **Department Head approval is required.**

Requesting Department Information


Department: 22-District Attorney	Org Code: 2200000	
Contact Name: Justene Cline	Subobject: 6045	User Code: 22VICWIT
Telephone: 530-621-5640	Fax: N/A	

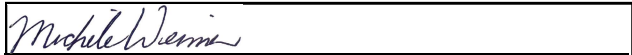
Required Supplier / Vendor Information

Vendor / Supplier Name: Folsom Buick GMC	Vendor / Supplier Address: 12640 Auto Mall Circle
Contact Name: Marty Neefe	
Estimated Purchase Price/Contract Amount: \$32,313.50	Vendor / Supplier Email Address: marty@folsombuickgmc.net
Telephone: 916-799-4107	Fax:

Provide a brief description of the request, including all goods and/or services the vendor/supplier will provide and supporting exemption reference from Board Policy C-17 - Procurement Policy:

The District Attorney's Office is requesting to purchase a new vehicle (2023 GMC Terrain) directly from Folsom Buick GMC located in Folsom, CA. The vehicle will be department owned. The office is in need of a vehicle specifically dedicated to the Victim Witness Unit (VW) for direct enhancement of services provided to victims and witnesses under their CalOES Victim Witness Assistance (VW) grant program. Per County purchasing policy C-17, section 3.4.3, the office is requesting an exemption for this request primarily due to the matter of a competitive bid producing no economic benefit to the County under this circumstance. Additional details are provided below.

Department Head: 
Signature

Purchasing Agent: 
Signature


LS


PMA

Board of Supervisors:

Date:

Item:

P&C Assignment:

Assigned To:

Date:

A. The good/service requested is restricted to one supplier for the reason stated below:

1. Why is the acquisition restricted to this goods/services supplier? (Explain why the acquisition cannot be competitively sourced. Explain how the supplier is the only source for the acquisition.)

County Fleet has an existing contract with Downtown Ford. However, in working with Fleet staff, it has been expressed that the lead times of procuring vehicles can range from 1-1 1/2 years at minimum. Due to the expiration of grant funding and time-sensitive nature of the vehicle request, the DA cannot wait for lengthy procurement lead times. To compare pricing among other local dealerships, quotes from several dealerships are attached. Folsom Buick GMC (the most economical option) quoted a final price of \$32,313.50. Woodland Motors quoted a final price of \$36,555. Thompson Motors quoted a price of \$43,316.26. Micheal Hohl Motor Company quoted a price of \$41,766.10.

2. Provide the background of events leading to this acquisition.

The DA VWU currently has an active grant award administered by CalOES for the Victim Witness Assistance (VW) program and has identified savings under the grant funding. The grant cycle ends 09/30/23. CalOES has approved the use of budgeted salary savings under the program to fund a one-time purchase of a vehicle to be strictly dedicated towards enhancing services to victims and witnesses. In order for the vehicle to be eligible under program funding, the vehicle must be received no later than the end of the grant's liquidation period, which is defined as 60 days following the end of the grant cycle.

3. Describe the uniqueness of the acquisition. (Why was the goods/services supplier chosen?)

As previously mentioned, Folsom Buick GMC provided the most economical option for procuring a 2023 GMC AWD Terrain within a reasonable time frame, as compared to three other local dealerships.

4. What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?

If the department is not approved to make a direct purchase with a local dealership as opposed with going through County Fleet, the department will lose the opportunity to utilize available grant funding that would directly enhance services provided to victims and witnesses with the community.

5. What market research was conducted to substantiate no competition, including the evaluation of other items or service providers? (Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The name and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

Please refer to the response under question #1. Quotes are attached for reference and note the supplier names and information.

B. Price Analysis:

1. How was the price offered determined to be fair and reasonable? (Explain what basis was used for comparison and include cost analysis as applicable.)

As previously mentioned, a total of four quotes from four different local dealerships are provided support this claim.

2. Describe any cost savings or avoidance realized (one-time or ongoing) by acquiring the goods/services from this supplier.

By going through Folsom Buick GMC, the DA's Office will be able to procure the vehicle significantly sooner than they would if they were to go through County Fleet. They would also be saving money by choosing this vendor over other local dealerships.

Additionally, the department plans to request the Board's approval to purchase/offset the cost of this vehicle using CalOES VW program grant funds, which will result in no impact to Net County Cost.

GAVIN NEWSOM
GOVERNOR



NANCY WARD
DIRECTOR

June 26, 2023

Vern R. Pierson
District Attorney
El Dorado County - District Attorney
778 Pacific Street
Placerville, CA 95667-6481

Subject: **Approval of Grant Subaward Modification #2**
Victim/Witness Assistance Program
Grant Subaward#: VW22 41 0090

Dear Vern R. Pierson:

The California Governor's Office of Emergency Services (Cal OES) has approved the enclosed Grant Subaward Modification.

Please contact your Program Specialist Tosha Enos, at Tosha.Enos@caloes.ca.gov with questions.

Sincerely,

Victim Services Grants Processing Unit

cc: Subrecipient's file
Program Specialist

VW Vehicle Justification Write-up

Describe the need for a vehicle, including the size of the service area and the need to provide direct service away from the office:

El Dorado County encompasses 1,786 square miles between Sacramento County, California and the Nevada border in South Lake Tahoe. There are County Courthouses in the two incorporated cities, Placerville and South Lake Tahoe. The District Attorney's Office maintains facilities for the Victim Witness Units in both locations. Highway 50 runs through El Dorado County, connecting these two cities through a treacherous mountain range that makes travel difficult in inclement weather. Approximately 82.8% of the County's residents live in rural areas, making it difficult for victims to access available services. Public transportation options are limited, and victims are often asked to drive long distances in order to get to interviews or court. As a result, victims and their families are often unable to attend important appointments and receive necessary advocacy and support services. Being able to provide services in the field or providing transportation to important court appointments or victim services interviews and appointments will allow the El Dorado County Victim Witness Unit to greatly expand the ability to serve our residents in need of services.

Additionally, many victims in El Dorado County live in rural areas or are temporarily displaced or houseless and do not have transportation to court, requiring a victim/witness program specialist to transport them.

The vehicle purchased will be specifically used by the Victim Witness Unit to meet the access needs for families by providing transportation for forensic interviews, case meetings, and court dates as needed. The main objective for purchasing a vehicle is to increase family engagement in their cases by eliminating the barrier of transportation problems, or funds for said transportation. The Victim Witness Unit has obtained quotes for an all-wheel drive SUV, which is a large enough vehicle to provide transportation for families that may also require the need of child safety seats for babies or younger children. This all-weather vehicle will allow for all-season travel between our Placerville and South Lake Tahoe offices for all types of court and advocacy support needs.

Describe the lack of available agency vehicles:

There are currently no available vehicles assigned to the Victim Witness Unit that would allow for us to provide transportation services for victims and their families. Previously, the Unit was engaged in a long-term lease with Enterprise Rentals for an all-wheel drive SUV. The vehicle has been returned as of February 2023. It was realized that the long-term lease was costing the department more in comparison to purchasing a vehicle. It has also been determined that having a permanently assigned vehicle to the Unit is beneficial for all parties involved; that being for VWU staff traveling to and from South Lake Tahoe as well as providing transportation for victims and their families to court, interviews, and other necessary services.

Describe the lack of available personal vehicles for which mileage can be charged or a reason why the agency will not allow personal vehicle usage during working hours:

The use of personal vehicles for business purposes is discouraged based on Risk Management policies and recommendations.

Include a cost analysis for the vehicle purchase as compared to other options, including lease and personal vehicle use with mileage:

Although El Dorado County has a government contract with Enterprise Holdings for the long-term lease of vehicles, leasing a vehicle as long as it has been needed by the Victim Witness Unit has been determined to be no longer economically beneficial.

Originally in 2020, the VWU was approved to lease a vehicle from Enterprise under the KU (Increased Access for Services) program. Since then, the Unit has identified multiple funding sources (AT and VW programs) to sustain the leased vehicle costs. From August 2020 through February 2023, the Unit has spent approximately \$41,000 in rental costs.

Enclosed are three bids for a 2023 GMC Terrain all-wheel drive. Of all three bids, it appears Folsom Buick GMC is the most cost-effective option, with a total quoted vehicle purchase price of \$32,313.50. The enclosed budget modification includes this cost. The purchase of a vehicle does bare additional on-going maintenance costs. It is anticipated annual vehicle maintenance costs will be about \$6,000.

Due to the vacant Victim Witness Program Specialist position under the VWA grant, the Unit has identified savings under the current award to fund the one-time vehicle purchase and does not see any issues with funding the on-going vehicle maintenance costs, which are expected to come in less than the overall previous cost of leasing a vehicle.

23 GMC Terrain AWD from Folsom Buick GMC

Marty Neefe <marty@folsombuickgmc.net>

Mon 6/12/2023 2:38 PM

To:Vanessa Bragg <vanessa.bragg@edcda.us>

Hi Vanessa,

Here are the numbers to an AWD 2023 GMC Terrain.

\$33,230 MSRP

\$32,324.47 Invoice.

- \$3,000 Dealer Discount under Invoice (Total discount is \$3,905.53)

= \$29,324.47 Your Price Before Tax and Licensing

+ \$2,426.28 Taxes

+ \$477.75 Govt Fees

+ \$85 Doc Fee

= \$32,313.50 Total Balance Due

Marty Neefe

Fleet/Internet Sales Manager

916.799.4107 cell.text

www.folsombuickgmc.com

Folsom Buick GMC

12640 Auto Mall Circle | Folsom, California 95630 | 916.355.1414 | folsombuickgmc.com

Folsom Buick GMC is concerned about your privacy. We do not rent, sell, or exchange email addresses. You've received this communication because you provided your email address to us or one of our trusted partners. Any prices listed in this email exclude tax, title, documentation, locate and licensing fees. . Folsom Buick GMC reserves the right to correct any price sent in error. Please confirm all prices with your sales consultant before arriving at the dealership to purchase your vehicle. Price includes all consumer rebates and incentives. With approved credit. © Folsom Buick GMC. All rights reserved.

You are receiving this email because you inquired about or purchased a vehicle from Folsom Buick GMC recently or in the past. If you prefer not to receive further emails from us, [click here to unsubscribe](#). Alternatively, you can send a written request to the address below. We'll remove you from our list as quickly as possible. This email was sent to vanessa.bragg@edcda.us on June 12, 2023.

To contact us please visit <http://www.folsombuickgmc.com/> or call (916) 355-1414.

This email was delivered to you by:
Folsom Buick GMC
12640 Auto Mall Circle
Folsom , CA 95630

CUSTOMER **Patti Harrington** Home Phone :

Address : Work Phone :

E-Mail : **patricia.harrington@edcda.us** Cell Phone : **(530) 642-4765**

VEHICLE
 Stock # : **G23221** New / Used : **New** VIN : **3GKALYEG4PL157807** Mileage: **27**
 Vehicle : **2023 GMC Terrain** Color : **GAZ SUMMIT WHIT**
 Type : **AT4 All-Wheel Drive** TXC26
 Body Size : Style : Weight : **4630** Unit Class :

Loan Payments	Estimated	
Cash Down	0	Market Value Selling Price 41,900.00
1 Months / 0*	43317	Discount 2,500.00
*A.P.R. Subject to equity and credit requirements.		Adjusted Price 39,400.00
		Doc Fee 85.00
		Tax 3,257.51
		CA DMV Fees 573.75
		Balance 43,316.26



WOODLAND MOTORS

530 Quality Cir
Woodland, CA 95776



New Alternatives

Pre-Owned Alternatives



APPOINTMENTCREDIT APPROVEDTRADE-IN

2023 GMC Terrain AWD 4dr SLE

LTEG9PL218152

495

E:

6,555

WOODLAND PRICE

\$36,555*

Reserve Vehicle

Quoted on 06/12/2023 at 1:30:44 PM



WOODLAND MOTORS

530 Quality Cir
Woodland, CA 95776



New Alternatives

Pre-Owned Alternatives





WOODLAND MOTORS

530 Quality Cir
Woodland, CA 95776



New Alternatives



Pre-Owned Alternatives



WOODLAND MOTORS

530 Quality Cir
Woodland, CA 95776



New Alternatives

Pre-Owned Alternatives



Vehicle Details

Safety Information

Show Less of this Vehicle <

2023 GMC Terrain AWD 4dr SLE

VIN: 3GKALTEG1PL228965

STOCK: 19597

MFR. CODE:

MSRP: \$34,080

WOODLAND PRICE

Call For Price*

3-1373 B



WOODLAND MOTORS

530 Quality Cir
Woodland, CA 95776



New Alternatives

Pre-Owned Alternatives





WOODLAND MOTORS

530 Quality Cir
Woodland, CA 95776



New Alternatives

Pre-Owned Alternatives





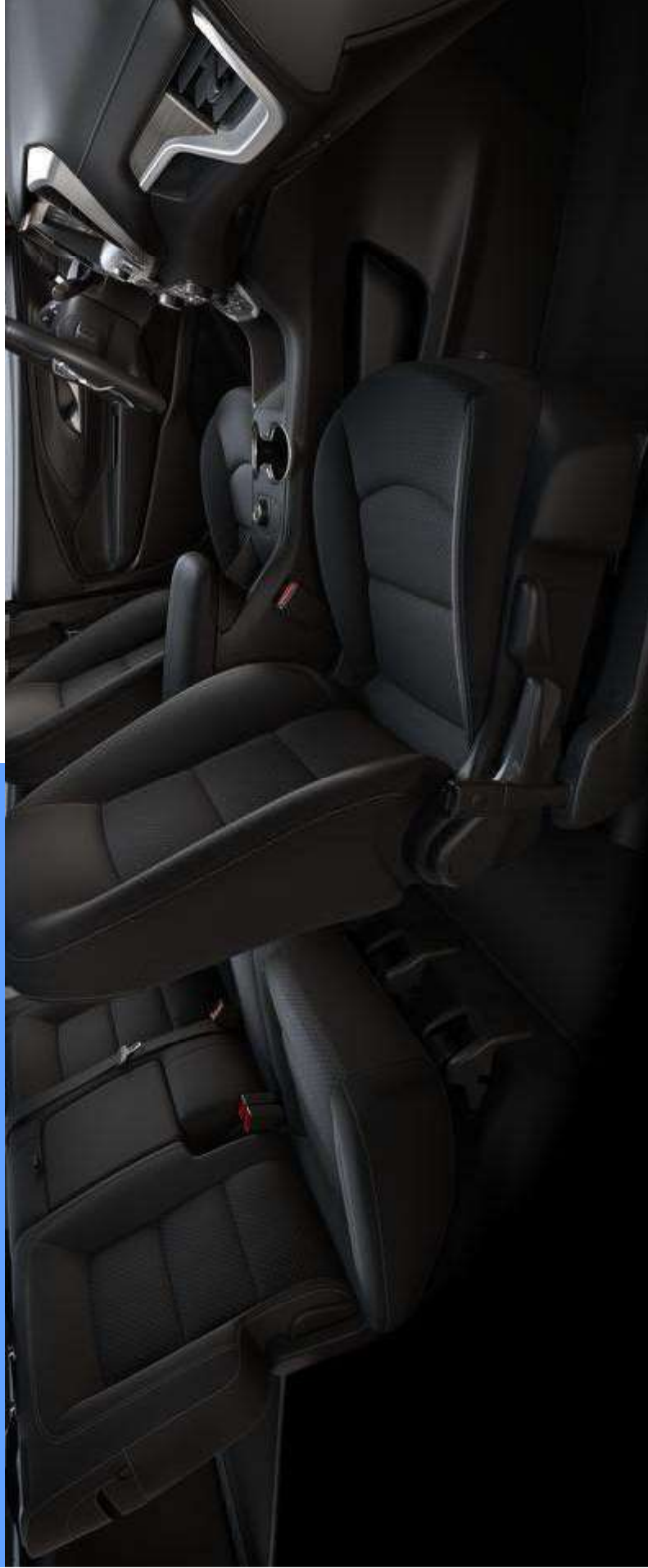
WOODLAND MOTORS

530 Quality Cir
Woodland, CA 95776



New Alternatives

Pre-Owned Alternatives



Vehicle Details

Safety Information

Show Less of this Vehicle <

Show More of this Vehicle >

Weekly Specials



530 Quality Cir
Woodland, CA 95776



New Alternatives

Pre-Owned Alternatives

Work: 530-309-6403

Internet Department Hours:

Monday-Saturday 9:00AM-7:00PM

Sunday 10:00AM-6:00PM

We are located at:

530 Quality Circle
Woodland, CA 95776

©2023 Digital Air Strike











BUDGET TRANSFER BOS FORM_VW Vehicle FY23-24

Final Audit Report

2023-07-11

Created:	2023-07-11
By:	Justene Cline (Justene.Cline@edcgov.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMw5Vkl9RIbDD2IIT0yWMBC1V46E3saem

"BUDGET TRANSFER BOS FORM_VW Vehicle FY23-24" History

-  Document created by Justene Cline (Justene.Cline@edcgov.us)
2023-07-11 - 5:13:16 PM GMT- IP address: 207.104.47.251
-  Document emailed to Lisette Suder (lisette.suder@edcda.us) for approval
2023-07-11 - 5:14:52 PM GMT
-  Email viewed by Lisette Suder (lisette.suder@edcda.us)
2023-07-11 - 5:21:29 PM GMT- IP address: 104.28.111.127
-  Document approved by Lisette Suder (lisette.suder@edcda.us)
Approval Date: 2023-07-11 - 5:22:04 PM GMT - Time Source: server- IP address: 107.115.99.49
-  Document emailed to Kerri Williams (kerri.williams-horn@edcgov.us) for approval
2023-07-11 - 5:22:05 PM GMT
-  Email viewed by Kerri Williams (kerri.williams-horn@edcgov.us)
2023-07-11 - 5:39:14 PM GMT- IP address: 207.104.47.251
-  Document approved by Kerri Williams (kerri.williams-horn@edcgov.us)
Approval Date: 2023-07-11 - 5:40:04 PM GMT - Time Source: server- IP address: 207.104.47.251
-  Document emailed to Vern Pierson (vern.pierson@edcda.us) for signature
2023-07-11 - 5:40:05 PM GMT
-  Email viewed by Vern Pierson (vern.pierson@edcda.us)
2023-07-11 - 5:49:53 PM GMT- IP address: 104.28.123.96
-  Document e-signed by Vern Pierson (vern.pierson@edcda.us)
Signature Date: 2023-07-11 - 5:50:56 PM GMT - Time Source: server- IP address: 108.147.93.93



✔ Agreement completed.

2023-07-11 - 5:50:56 PM GMT

