## 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: | Org Code: |
| :---: | :---: |
| 22-District Attorney | 2200000 |
| Contact Name: | Subobject: User Code: |
| Justene Cline | 6045 22EQSHR |
| Telephone: | Fax: |
| 530-621-5640 | N/A |
| Required Supplier / Vendor Information |  |
| Vendor / Supplier Name: | Vendor / Supplier Address: |
| Future Ford | 650 Auto Mall Dr. Roseville, CA 95661 |
| Contact Name: |  |
| Tom Netherby |  |
| Estimated Purchase Price/Contract Amount: | Vendor / Supplier Email Address: |
| \$51,570.02 | netherby@futureford.com |
| Telephone: | 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 Ford F-150) directly from Future Ford out of Roseville, CA. The vehicle will be department owned. The office is in need of an additional vehicle due to the recent re-organization of existing equipment as well as analysis on current vehicle mileages. Per County purchasing policy $\mathrm{C}-17$, 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.


## 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.)


#### Abstract

County Fleet has an existing contract for Ford F-150's 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. Additionally, when Fleet recently contacted the lot requesting a similar vehicle to what the DA is requesting, they were told there were no available options on the lot under the state contract pricing. For reference purposes, the quoted total price from Future Ford of Roseville of $\$ 51,570.02$ is less that comparable models from other manufactures based on current quotes Fleet has received. It has been noted that availability for this model at other local dealerships is rare and it is even more rare in today's market for any dealership to provide any discounts to the listed MSRP. To compare pricing, quotes from other dealerships are attached. Downtown Ford quoted a final price of $\$ 59,988.51$. Hoblit Ford quoted a final price of $\$ 56,483$ and won't have the vehicle available until late April 2023. Ron Duprat Ford quoted a sticker price of $\$ 52,220$ before taxes.


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

Dur to internal re-organization of the District Attorney's Office and current vehicle mileage analysis, it has been determined there is a need for a new vehicle. Being well aware of the lengthy lead times for procuring vehicles through County Fleet under the state contract, DA staff knew that having to go directly to a dealership would be the only option for procuring a new vehicle within the next couple of months. DA staff did confirm the obstacles mentioned above with the Fleet Superintendent before requesting quotes from direct dealerships. It was determined that Future Ford of Roseville is the most economical option for the department.
3. Describe the uniqueness of the acquisition. (Why was the goods/services supplier chosen?)

As previously mentioned, Future Ford of Roseville provided the most economical option for procuring a 2023 Ford F-150 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?

In addition to a re-organization of vehicle assignments within the department, the truck that this vehicle is replacing currently has over 180,000 miles. There was a recent cost to repair this aging vehicle and we foresee many repairs both minor and major in the future if the vehicle is continued to be used the way it currently is. If we have to wait over a year to receive the replacement through fleet purchasing, the vehicle will have well over 200,000 miles by the time the replacement arrives. Further, the cost to replace similar vehicles has been increasing by about $15 \%$ per year. It is also very unlikely that we will be able to secure a price as low as this again costing the county more money in the future to purchase a replacement. purchasing this vehicle now will ultimately be cheaper and save the county money.
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, Fleet confirmed that the quoted price we received form Future Ford direct is less than comparable quotes they have been seeing lately from other local dealerships. Additionally, the quotes we 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 Future Ford, 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 Asset Forfeiture Funds to purchase/offset the cost of this vehicle, which will have no impact to Net County Cost.
Re
Af
402

|  |  | Date: |
| :--- | :--- | :--- |
| DOWNTOWN Sơred | $3 / 21 / 2023$ <br> SACRAMENTO | Salesperson: <br> John Walker <br> Simon Bayder |



| Cash Option |
| :--- |
| $\$ 59,988.51$ |


| Selling Price: | $\underline{\$ 51,710.00}$ |
| :--- | :--- |
| CAL-TEX RESISTALL: | $\underline{\$ 1,995.00}$ |
| STARGARD: | $\underline{\$ 995.00}$ |
| Total Purchase: | $\underline{\$ 54,700.00}$ |
| Trade Allowance: | $\underline{(\$ 0.00)}$ |
| Trade Difference | $\underline{\$ 54,700.00}$ |
| Doc Fee: | $\underline{\$ 85.00}$ |
| Est Taxes: | $\underline{\$ 7619.76}$ |
| Est Fees: | $\underline{\$ 59,988.51}$ |
| Total Price: | $\underline{\$ 0.00}$ |
| Trade Payoff: | $\underline{\$ 59,00)}$ |
| Deposit: |  |
| Balance: |  |

 Terms and conditions subject to credit approval. For information only. This is not an offer or contract of sale.*

| From: | Brandon Caporale [brandon.caporale@driveduprattford.com](mailto:brandon.caporale@driveduprattford.com) |
| :--- | :--- |
| Sent: | Tuesday, March 21, 2023 2:25 PM |
| To: | Joe Ramsey |
| Subject: | F-150 |
| Attachments: | F-150.pdf |

Hi Ramsey,
You didn't specify $4 \times 2$ or $4 \times 4$ so the window sticker below is the closest I have in stock that met your perimeters .
Sincerely,


RON
DUPRATT FORD


From: jenglish@hoblit.com<br>Sent: Tuesday, March 21, 2023 3:37 PM<br>To: Joe Ramsey<br>Subject: RE: 23 F-150 STX info from Jason in Fleet at Hoblit Ford<br>Attachments: El Dorado County DA F-150 Pricing.pdf; El Dorado County DA Window Sticker.pdf

Joe,
Attached is a Price and Window Sticker of the Truck I have coming in. Thanks
Jason,
-----Original Message-----
From: "Joe Ramsey" [joe.ramsey@edcda.us](mailto:joe.ramsey@edcda.us)
Sent: Tuesday, March 21, 2023 3:14pm
To: "jenglish@hoblit.com" [jenglish@hoblit.com](mailto:jenglish@hoblit.com)
Subject: RE: 23 F-150 STX info from Jason in Fleet at Hoblit Ford
I do not. We are not going through flee on this one. This will be an office owned truck that we are getting through other funds. I need 3 quotes to do a single source purchase if they approve it. With the lack of supply I am hoping they let me by off the lot and not have to wait a long time. Its rare that they will approve it but worth a shot.

From: jenglish@hoblit.com [jenglish@hoblit.com](mailto:jenglish@hoblit.com)
Sent: Tuesday, March 21, 2023 3:10 PM
To: Joe Ramsey [joe.ramsey@edcda.us](mailto:joe.ramsey@edcda.us)
Subject: RE: 23 F-150 STX info from Jason in Fleet at Hoblit Ford
Joe do you know your Fleet buying number. I looked it up and see El Dorado County Department Of Human S (KQ181) I don't know if this is what you use for the DA Office. Let me know.

Jason,
-----Original Message-----
From: "Joe Ramsey" [joe.ramsey@edcda.us](mailto:joe.ramsey@edcda.us)
Sent: Tuesday, March 21, 2023 2:59pm
To: "jenglish@hoblit.com" < jenglish@hoblit.com>
Subject: RE: 23 F-150 STX info from Jason in Fleet at Hoblit Ford
That would work. This is a cash purchase from the District Attorney's Office in El Dorado. I need to have at least 3 quotes to give the boss before we can move on one. It will take a few weeks anyway once its approved. Thanks for getting back to me.

Joe
From: jenglish@hoblit.com [ienglish@hoblit.com](mailto:ienglish@hoblit.com)
Sent: Tuesday, March 21, 2023 2:43 PM
To: Joe Ramsey [joe.ramsey@edcda.us](mailto:joe.ramsey@edcda.us)
Subject: RE: 23 F-150 STX info from Jason in Fleet at Hoblit Ford
Joe,
I have a White one that was just built and it awaiting shipment. ETA is the 22 nd of next month would that be soon enough or do you need something sooner. Let me know and I can get you a quote. Thanks

Jason,
-----Original Message-----
From: "Joe Ramsey" < joe.ramsey@edcda.us>
Sent: Tuesday, March 21, 2023 2:34pm
To: "jenglish@hoblit.com" [jenglish@hoblit.com](mailto:jenglish@hoblit.com)
Subject: RE: 23 F-150 STX info from Jason in Fleet at Hoblit Ford
$4 \times 4$ sorry about that.

From: jenglish@hoblit.com [jenglish@hoblit.com](mailto:jenglish@hoblit.com)
Sent: Tuesday, March 21, 2023 2:34 PM
To: Joe Ramsey [joe.ramsey@edcda.us](mailto:joe.ramsey@edcda.us)
Subject: 23 F-150 STX info from Jason in Fleet at Hoblit Ford

Good Afternoon Joe,

On the STX you are looking for are you looking for $4 x 4$ or $4 x 2$. Let me know I will see if I can find anything on the locator and get you a quote. Thanks

Jason,

Jason English
Commercial Accounts Manager
Hoblit Motors Ford
46 5th Street
Colusa, Ca. 95932
(530)218-7441 Cell
(530)458-2151 Office

Jenglish@hoblit.com
KAN-003168

| EPA Fuel Economy and Environment |  | line |
| :---: | :---: | :---: |
|  |  | fuel cos years <br> to the |
|  |  |  |
| Actual results will vary for many reasons, including driving conditions and how you drive and maintain you vehicle. The eaverage new ehicle gets 28 MPG and costs $8,0,000$ to fuel over 5 y years. Cost estimates are based on 15,000 miles per year at $\$ 2.95$ per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle <br> fueleconomygov <br> Calculate personalized estimates and compare vehicles |  |  |
|  |  |  |
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| $\qquad$ |  |  |
| Star ratings range from 1 to 5 stars ( $\star \star \star \star \star$ ), with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA). www.safercar.gov or 1-888-327-4236 |  |  |
|  | $\begin{aligned} & \text { plan fully back } \\ & \text { dealership in t } \\ & \text { Ford dealer or } \\ & \hline \end{aligned}$ | he only extended service and honored at every Ford nada and Mexico. See your FordO wner.com. |
| \ WARNNG: Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or offrooad veticle can expose you to chemicicas including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and bith defécis or other reproductive harm.Tomnimize exnosure avoid breathing exhaust do not ide the engine excent as necessany sevicie your To minimize exposure, avoid breathing exhaust, do not ide the engine exceept as necessary, sevvice your For more information go to www.P65Warnings.ca.gov/passenger-vehicle. |  |  |

Stock \#:

## Vehicle Not Found <br> EL DORADO COUNTY DISTRICT ATTORNEY'S OFFICE

Phone:
Salesperson: JACK ENGLISH
Email:

| Sale Information |  |
| :--- | ---: |
|  |  |
| Selling Price | $\$ 52,055.00$ |
| Accessories | $\$ 0.00$ |
| Rebates | $\$ 0.00$ |
| Service Contract | $\$ 0.00$ |
| Gap | $\$ 0.00$ |
| Net Trade | $\$ 0.00$ |
| Fees | $\$ 126.75$ |

Trade Information
Trade Allowance $\$ 0.00$

Trade Payoff $\$ 0.00$

Net Trade $\$ 0.00$

Cash Option
Sales Tax
\$4,301.55
Balance Due Of
$\$ 56,483.30$

Finance Option

Initial Investment $\qquad$

## Lease Option

Initial Investment $\qquad$

[^0]

# Sole Source Form_ASF Vehicle Future Ford F-150_DA 

Final Audit Report

| Created: | 2023-03-25 |
| :--- | :--- |
| By: | Justene Cline (Justene.Cline@edcgov.us) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAACT4RM_hAITmngm0gOwIHjE97mele9j89 |

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( Agreement completed.
2023-03-27-11:08:28 PM GMT

[^1]
[^0]:    Please submit this worksheet to management for review. I understand 1) This worksheet is neither an offer nor a contract and is not binding on the customer or the dealership. 2) No offer to purchase any vehicle is binding until accepted in writing by an authorized sales manager and 3) Sales consultants cannot obligate or bind the customer or the dealership.

    I hereby authorize the dealership to conduct an investigation of my credit and employment history and release such information to banks, lenders and credit agencies.

[^1]:    Names and email addresses are entered into the Acrobat Sign service by Acrobat Sign users and are unverified unless otherwise noted.

