



County of El Dorado

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Legislation Text

File #: 06-1520, **Version:** 1

Chief Administrative Office, Procurement and Contracts Division, recommending ratification of the Purchasing Agent's signature on Purchase Order 2704593 to Placerville Ford in the amount of \$47,467.05 for the purchase of two full size sedans necessary for the implementation of the home electronic monitoring program.

RECOMMENDING ACTION: Approve.

FUNDING: Fleet's Operating Budget.

REASON FOR RECOMMENDATION: At the request of General Services, Fleet Management Division, the Procurement and Contracts Division issued Invitation to Bid #07-070-040 for the purchase of two (2) new full-size sedans for the Probation Department.

The Courts are expecting the Probation Department to fully operate the electronic monitoring program by September 2006. In order to successfully transfer the program from the Sheriff's Office, Probation needs to purchase two new full-size sedans for use on the Western Slope. Because of the immediate need for these new vehicles, the department requested Procurement and Contracts to purchase these two additional fleet vehicles separate from the annual fleet bid which is scheduled to be released in the early fall.

These are "shop-the-lot" vehicles and not direct from the manufacturer. These vehicles are not available on the lot locally and will be arriving from other dealers out of the area. In order to secure these vehicles, a purchase order was immediately issued, executed by the Purchasing Agent and faxed to the vendor. A purchase order needed to be immediately issued to the sole qualified bidder or the County would run the risk of someone else purchasing the vehicles. i.e., the vehicles were available on a first come first serve basis because they are not factory ordered. Additionally, if we waited for the annual fleet bid and factory ordered the needed vehicles, the Probation Department would not have vehicles until sometime in 2007.

Nineteen (19) Invitations to Bid were mailed, eight (8) to local vendors; one (1) qualified response was received from a local vendor.

FISCAL IMPACT/CHANGE TO NET COUNTY COST: Procurement and Contracts has been advised that the Probation Department budgeted funds in fiscal year 06/07 as an operating transfer out with a corresponding entry into Fleet's operating budget.

ACTION TO BE TAKEN FOLLOWING APPROVAL: Following Board approval, General Services will process payment to Placerville Ford in the amount of \$47,467.05.