



Legislation Text

File #: 19-0280, **Version:** 1

Department of Agriculture recommending the Board:

- 1) Approve the addition of one (1) 2019 GMC Canyon 4WD Truck, (1) Hyundai 25L-7A 5,000 capacity forklift, one (1) Seraphin Slip On Calibration Unit with three 5 gallon stainless steel provers, two (2) Trimble GEO 7X GPS units, and one (1) Honda TRX500FM6 to Roseville Honda Motorsports to the department's Fixed Asset List for Fiscal Year 2018-19;
- 2) Approve and authorize the Chair to sign a budget transfer in the amount of \$156,474 increasing revenue and appropriation through the use of additional funding from the Department of Food and Agriculture for our county's share of the State's Unclaimed Gas Tax revenues and increasing the departments Fiscal Year 18/19 Fixed Asset appropriations by 119,968;
- 3) Waive formal bid requirements in accordance with County Ordinance 3.12.160 to authorize the Purchasing Agent to issue a Purchase Order for the purchase of a 2019 GMC Canyon 4WD Truck to Thompson's Auto & Truck Center \$33,192, finding that the unique nature of the property or services required precludes competitive bidding; competitive bidding would produce no economic benefit to the County; and special circumstances exist such that the purchase must be made within a limited period of time in order to secure for the county and advantageous price for the item that would not be achievable through competitive bidding;
- 4) Direct the Purchasing Agent to issue a purchase order to Pacific Material Handling Solutions to purchase a Hyundai 25L-7A 5,000 capacity forklift for \$24,999.26;
- 5) Direct the Purchasing Agent to purchase a Seraphin Slip On Calibration Unit with three 5 gallon stainless steel provers with a 50 gallon high speed prover for \$32,310.62, and two Trimble GEO 7X GPS units for \$19,965.88, in accordance with County Ordinance 3.12.160; finding that the unique nature of the property or services required precludes competitive bidding; competitive bidding would produce no economic benefit to the County; and special circumstances exist such that the purchase must be made within a limited period of time in order to secure for the county and advantageous price for the item that would not be achievable through competitive bidding; and
- 6) Authorize the Purchasing Agent to issue a Purchase Order for the purchase of a Honda TRX500FM6 to Roseville Honda Motorsports for \$9,081.60 plus license fees.

FUNDING: California Department of Food and Agriculture Unclaimed Gas Tax Funds.

DISCUSSION / BACKGROUND

The Department of Agriculture, Weights and Measures has received additional funding from the Department of Food and Agriculture for our County's share of the State's Unclaimed Gas Tax revenues. The amount of additional funding is \$156,474. The department is seeking to adjust Fiscal Year 2018-19 Budget to increase revenues and appropriations to allow additional purchases for this fiscal year. The department is requesting a Budget transfer to allow the department to increase appropriations in Fixed Assets, Small Tools, Building Improvements, and Office Supplies.

Fixed Asset purchases include replacement of a vehicle that has reached mileage of 116,490 (16,490 over useful life). This truck was provided by the State of California for insect trapping in 2000. While the State no longer provides vehicles for this purpose, it is necessary for the department replace the vehicle in order to perform this work. The new vehicle will be a 2019 GMC Canyon Ext Cab 4x4

truck. The other fixed assets are replacement of a 1985 YALE Forklift that was purchased used in June of 1994, replacement of gasoline calibration truck (1990 GMC) with a Seraphin slip on calibration unit, replacement of the Wildlife Trappers ATV, and replacement of two Global positioning units.

The department would also purchase new chairs, office cabinets, shelving, office supplies, computer screens and other small tools for office and field support. Truck boxes will be installed on vehicles to allow for proper storage of trapping and detection work. The department will also be ordering clothing (hats, jackets, and shirts). Additional purchases include printing of brochures and manuals through University Cooperative Extension and Weed Management Group.

The County Purchasing Ordinance, Section 3.12.160, describes exceptions that may be made to the competitive bidding process. The purchase of the vehicle fixed asset falls under (E) of this section, since special circumstances exist such that the purchase must be made within a limited period of time in order to secure for the County an advantageous price for the item. In this case, the Agriculture Department was anticipating using the State of California competitively-bid Contract 1-18-23-20D with Winner Chevrolet of Elk Grove, CA. Due to the time specifications of delivery by 6/30/2019 and the vendor not being able to promise delivery, the County has contacted a local vendor to obtain a comparable truck as quoted in the State's contract. The department has also complied with the requirement for a comparative market analysis, as required by the purchasing ordinance. The department will be utilizing the purchasing agent to purchase the forklift as the department obtained three quotes for the same forklift with most of the quotes are coming in over \$25,000. The department obtained three quotes for the All-Terrain Vehicle purchase and will work with the purchasing agent for the purchase order. The Trimble GPS quote is a sole source vendor as California Survey and Drafting is the only vendor for this equipment. The Seraphin Slip On Calibration Unit with three 5-gallon stainless steel provers and one 50-gallon high speed prover is also a sole source vendor.

ALTERNATIVES

The Board could choose to use the unclaimed gas tax revenue to offset operations funded by the General Fund instead of one-time expenses and fixed asset purchases. However, this would affect the maintenance of effort average and decrease the amount of state funding received by the County in future years. The Unclaimed Gas Tax (UGT) funds are the Department's largest source of non-General Fund revenue and are distributed through a formula contained in the California Food and Agricultural Code § 224. This code requires a maintenance of effort in General Fund support be sustained by the county for agricultural commissioner services. The maintenance of effort is defined as at least equal to the average amount expended for the past five fiscal years. The Board could also choose to approve some of the requests, or direct staff to appropriate the funding for other uses. However, it is important that these funds be utilized within the fiscal year to avoid the loss of state funding in the future.

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Purchasing and Transportation

CAO RECOMMENDATION / COMMENTS

It is recommended that the Board approve this item

FINANCIAL IMPACT

Approval of this item would result in the addition of \$156,474 in revenues and the same to appropriations. There is no change to Net County cost associated with this item.

CLERK OF THE BOARD FOLLOW UP ACTIONS

- 1) The Clerk of the Board will obtain the Chair's signature on the original budget transfer and will forward the budget transfer to the Auditor/Controller for processing.
- 2) The Clerk of the Board will forward one (1) copy of the signed budget transfer to the Community Development Services, Purchasing Administration and one (1) copy of the signed budget transfer to the Department of Agriculture, for further processing of approved fixed asset purchases.

STRATEGIC PLAN COMPONENT

Economic Development, Healthy Communities, Public Safety

CONTACT

Charlene Carveth x5522 or Myrna Tow x6647