



Legislation Text

File #: 23-1332, **Version:** 1

Probation Department recommending the Board:

- 1) Approve an increase to the Fixed Asset list for an Outreach Vehicle & Trailer in the amount of \$21,000 to bring the total Fixed Asset amount to \$251,000;
- 2) Authorize the Purchasing Agent to issue a purchase order in the amount of \$186,000 for the Outreach Trailer; and
- 3) Authorize the Purchasing Agent to approve any necessary price adjustments to the Trailer, provided sufficient funding exists within the Probation budget.

FUNDING: California AB 143 (2021) (100%).

DISCUSSION / BACKGROUND

On May 16, 2023, with Legistar Item 23-0459, the Board approved Probation's sole source purchase of an Outreach Trailer. The Trailer will be outfitted with technology suitable to accommodate Court appearances, online learning, workforce development, materials and equipment for assessments, restrooms for drug testing, and office space for professional partners, and will operate as a community service hub for justice involved individuals and non-justice involved community members. The Board previously approved the Purchasing Agent to issue a purchase order in the amount of \$165,000 for the trailer with a sole source purchase through JHB Group Inc. (JHB).

Probation received two initial quotes from JHB for the trailer. One quote was through JHB's GSA contract, in the amount of \$164,846.18. JHB's GSA contract was noncompetitively bid. The other quote was from JHB's Sourcwell contract, in the amount of \$183,921.18. JHB's Sourcwell contract was competitively bid. Probation originally intended to use that quote so the Trailer would not have to go out to bid, however, due to the unique nature of the purchase, was approved for exemption from competitive bidding via sole source procurement. Probation's Board item of May 16, 2023, asked the Board to approve the trailer purchase of \$165,000.

Due to the time it took to receive approval of the sole source purchase, the original quote from JHB expired. Probation has since received a current, updated GSA quote in the amount of \$194,865.27, as well as a current Sourcwell quote of \$202,575.22. Probation has requested and received an updated GSA quote with a modified graphics package in the amount of \$185,041.70. In the interest of the County, use of the updated GSA Quote with a modified graphics package included will save the County approximately \$9,823 when compared to the current GSA quote with the original graphics package. Probation respectfully requests the Board to approve the Purchasing Agent to issue a purchase order in the amount of \$186,000 instead of the amount of \$165,000 originally requested.

Additionally, Probation requests that the Board approve the increase in the price of the Fixed Asset (Outreach Vehicle & Trailer) in the amount of \$21,000 for a new total Fixed Asset amount of \$251,000. Probation has funding in their proposed FY 2023-24 budget to absorb the increased price of the trailer.

ALTERNATIVES

The Board could choose not to approve this item and Probation would not be able to purchase the Outreach Trailer.

PRIOR BOARD ACTION

05/16/2023 Legistar Item 23-0459

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Procurement and Contracts

CAO RECOMMENDATION / COMMENTS

Approve as recommended.

FINANCIAL IMPACT

There will be no General Fund impact or increase to Net County Cost. The appropriations are available within the FY 2023-24 budget.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Public Safety, Healthy Communities

CONTACT

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