



Board of Supervisors
Meeting Date: May 23, 2017
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Regular Item

BUILDING & SAFETY DEPARTMENT / PURCHASING - Building Official John Stover

Requested Action(s)

- a) TRANSFER OF FUNDS: BUILDING & SAFETY, B-53 - From Fund Balance (115-301900), \$40,000 to Vehicle (2065-57605), \$40,000
- b) Request approval of the specifications for one new all-wheel drive (AWD) Small SUV
- c) Request authorization for the Purchasing Department to solicit bids for one new AWD Small SUV with bid opening set for 3 p.m. on 6/7/17 at the Administrative Office, 727 Oak Street, Red Bluff, CA

Financial Impact:

The retail price for the new vehicle is \$32,050, with tax, a total of \$37,018. The price of the new vehicle will be funded from account 301900 Fund Balance reserves and transferred to account 57605 Vehicles, as a fixed asset.

Background Information:

The Building and Safety Department will have a new Combination Building Inspector as soon as July 1, 2017 and that individual will need a vehicle to accommodate their travel to and from daily inspections. Building and Safety currently has a total of 4 vehicles, and 3 Building Inspectors, and 1 Building Official. All of which, travel to and from inspections daily as far North as Cottonwood and as far South as Capay, in Tehama County.

Attachment List:

Budget Appropriation Transfer Request (PDF)
Notice to bidders (PDF)
SUV Specs & Bid Form (PDF)