



Board of Supervisors  
Meeting Date: June 11, 2019  
Prepared By: Debbie Schmidt  
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Regular Item

**DISTRICT ATTORNEY / PURCHASING – District Attorney Matthew Rogers**

**Requested Action(s)**

- a) TRANSFER OF FUNDS: DISTRICT ATTORNEY, B-58 - From Insurance Settlement (2007-471126), to Contingency (2002-59000), \$22,168.72; and From Contingency (2002-59000), to Vehicle (2007-57605) \$22,168.72; From Overtime (2007-51012), \$1,000; OASDI (2007-51021), \$480; Group Insurance (2007-51030), \$1,530; Communications (2007-53120), \$1,700; Maintenance of Equipment (2007-53170), \$1,000; Membership/Dues (2007-53200), \$189; Office Expense (2007-53220), \$1,000; Travel Expense (2007-53290), \$700; and Internal Assets (2007-53800), \$401; to Vehicle (2007-57605), \$8,000; From Office Expense (2008-53220), \$2,563; Special Department Expense (2008-53280), \$1,500; and Travel Expense (2008-53290), \$2,700, to Vehicles (2008-57605) \$6,763
- b) BID WAIVER
  - 1) Request to adopt the finding that State General Services Contract #1-18-23-20A with Downtown Ford for the acquisition of one new Ford F150 Crew Cab 4x4 pick-up meets all Tehama County Bidding criteria and allows the County to take advantage of special low pricing without the time and expense involved with conducting a formal bid process
  - 2) Request to find it in the best interest of the County to waive the formal bid process for the acquisition of one new Ford F150 Crew Cab 4x4 pick-up based on the finding
- c) Request authorization for the Purchasing Department to issue a purchase order to Downtown Ford for the acquisition of one new Ford F150 Crew Cab 4x4 pick-up for the District Attorney's Office in the amount of \$36,586.58
- d) Request authorization for the Purchasing Department to issue a purchase order to for use of the State contract in the amount not to exceed \$345

**Financial Impact:**

The purchase of the vehicle will have no General Fund impact. Funding for the acquisition of the vehicle is available from funds in the Welfare Fraud Unit (Budget 2007) and Early Fraud Unit (Budget 2008). The Welfare Fraud Unit and Early Fraud Unit receive an annual allocation from the California Department of Social Services, and funding that remains unspent at the end of the fiscal year would be returned to the State. Another portion of funding for this year is the result of an insurance settlement for a vehicle that was deemed totaled. The transfer of funds to purchase the vehicle consists of \$22,168.72 from an insurance settlement and \$8,000 from various

Salary/Benefit and Services/Supply accounts of the Welfare Fraud Unit and \$6,763 from various Services/Supply accounts of the Early Fraud Unit.

**Background Information:**

We received an insurance settlement for a vehicle that was deemed totaled. From the time a decision was made to replace the vehicle and to come up with additional funding needed to cover the total cost for the replacement, it was too late in the fiscal year to go out to bid. In order to replace this vehicle we are requesting that we be allowed to participate in the existing State contract for vehicles. The California State General Services Contract #1-18-23-20A for vehicles, awarded to Downtown Ford Sales for 2019 or current year vehicles, meets all Tehama County Bidding Criteria and allows the County to take advantage of special low pricing without the time and expense involved with conducting a formal bid process.

**Attachment List:**

Bid waiver (PDF)

Quote (PDF)

PO Downtown Ford June 2019 (PDF)

PO DGS Fee(PDF)

User\_Instructions\_Fleet\_Vehicles-TRUCKS\_Sup\_4 (1) (PDF)

Attachment\_A\_-\_Pricing\_TRUCKS\_1-18-23-20\_A\_-I\_Sup\_4 (1) (PDF)

WF-EF FY 18-19 Transfer of Funds to Vehicle (PDF)