



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 1/29/2019

Agenda Placement: 6G

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Tracy Cleveland for Humberto Izquierdo - Agricultural Commissioner
Agricultural Commissioner

REPORT BY: Jaspreet Faller, Staff Services Analyst II - 253-4973

SUBJECT: Approval of Sole Source Purchase of a SS Slip-on Testing Unit - 4 liquid test standards with a holding tank

RECOMMENDATION

Agricultural Commissioner/Sealer of Weights & Measures requests a waiver of competitive bidding requirements and a sole source award to Seraphin Test Measure, a Division of Pemberton Fabricators, Inc., of Rancocas, New Jersey for the purchase of a liquid fuel volumetric testing unit in the amount of \$29,931 pursuant to Napa County Code Section 2.36.090.

EXECUTIVE SUMMARY

The fiscal year 2018-19 budget includes a transfer-in from the Weights and Measures Special Revenue Fund in the amount of \$30,000 to purchase a capital asset, a volumetric liquid petroleum fuel testing unit (50-gallon Prover), for the Weights and Measures Department. The 50-gallon Prover is also included in the schedule of approved capital assets in the FY 2018-19 budget.

Today's action will authorize a waiver of competitive bidding and a sole source award to Seraphin Test Measure, a Division of Pemberton Fabricators, Inc., for the purchase of a volumetric liquid petroleum fuel testing unit. The testing unit is described as three 5-gallon stainless steel test standards and one 50-gallon stainless steel test standard with a 240-gallon holding tank which slips-on for use with the existing Department truck fleet. The Weights and Measures Department is mandated by law to conduct inspections of liquid petroleum meters annually and this equipment is designed for Weights and Measures jurisdictions to test and certify liquid fuel meters used to determine a value for payment at fuel distributors such as gas stations and truck stops. Currently the Department inspects 1000 petroleum liquid meters annually, and the Slip-On liquid petroleum test unit is going to provide efficiency for the Department and the businesses it inspects, in addition to safety for the inspectors and the general public based on the nature of the inspections and the handling of flammable and hazardous materials.

The cost for the Stainless Steel Slip-On petroleum test unit is \$29,931.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Agricultural Commissioner/Sealer Weights and Measures (16000-00) with funds from the Weights and Measures Special Revenue Fund (SRF).
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Weights and Measures Special Revenue Fund (SRF) is to purchase equipment or other devices to be used for purposes that support the enforcement of Division 5 of the California Business and Professions Code relating to Weights and Measures. Purchase of this capital asset was approved in the FY 2018-19 budget and will enable staff to have the appropriate equipment to test, inspect, and certify high volume diesel fuel pumps. This device is more efficient than the equipment currently used for State mandated diesel fuel testing, and will be less physically demanding on the inspectors.
Is the general fund affected?	No
Future fiscal impact:	The future fiscal impact past the current fiscal year will be minimal (possibly none). CDFA Division of Measurement Standards calibrates and certifies all standards at no cost to the County to ensure the device is certified to the national standard before use. To date, there has been no maintenance required for the 5 or 200 gallon test standards, which were purchased over 25 years ago.
Consequences if not approved:	If this item is not approved, the Weights and Measures staff will not have adequate equipment for testing high volume fuel products.
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Weights and Measures Department is mandated by law to test and certify the accuracy of weighing and measuring devices used commercially. One of the most recognized duties of the Weights and Measures Department is to test and certify meters used to determine the value of liquid petroleum fuels distributed for transportation. Currently, the Department maintains individual 5-gallon petroleum test standards and a 200-gallon petroleum test standard. Our 5-gallon test standards are hand-carry test standards that weigh approximately 40 lbs each when filled with liquid fuel. The inspector must carry these test standards to the storage tanks for each

draft. The process is inefficient compared to a testing unit that has holding tanks that allows multiple drafts. A vehicle transported testing unit promotes physical safety by eliminating the need for inspectors to carry 40 lb. test standards from the dispenser to the storage tank, multiple times, limiting fuel exposure by a self contained system, and limiting physical travel across busy fuel stations. At fuel stations that use high volume diesel truck fuel dispensers, inspectors are required to use a minimum 20-gallon test draft to determine the requirements. Because we do not own a volumetric test standard between 5 and 200 gallons inspectors have had to default to using our 200-gallon test standard. This has resulted in inefficiencies, taking more time than budgeted for these type of inspections, affecting the Department, but also affecting the businesses that have to authorize multiple 200-gallon test transactions. Acquiring the new liquid petroleum fuel test unit will allow us to have the appropriate equipment to test, inspect, and certify the high volume diesel fuel pumps, promote efficiency through a multi-draft process, and provide a safer process for inspectors to conduct their work.

Seraphin Test Measure, Pemberton Fabricators, is the only company internationally which manufactures and repairs in-house, a complete line of calibration products in English and Metric Units of measure. Seraphin is the recognized test measure used by Weights and Measures jurisdictions, and the petroleum test and repair industry in the nation. Our Weights & Measures inspectors are adapted to using Seraphin products for fuel inspections because they are trained on existing equipment and standards designed by Seraphin Test Measure, Pemberton Fabricators. The slip-on volumetric petroleum test unit is only manufactured by Seraphin Test Measure with a US patent Number 9,228,880B2. This test unit is not available through distributors and is only manufactured in-house by Seraphin and sold directly to users.

Seraphin Test Measure is not a local vendor.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Leigh Sharp