



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 9/9/2014

Agenda Placement: 7E

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Stacie McCambridge for Scott Upton - Fire Chief
County Fire Department
REPORT BY: Stacie McCambridge, Staff Services Analyst - (707) 299-1465
SUBJECT: Request for Sole Source Purchase

RECOMMENDATION

County Fire Chief and County Executive Officer/Purchasing Agent request approval of sole source award to Burton's Fire, Inc. of Modesto, CA for the purchase of two water tender "build ups" pursuant to Napa County Code Section 2.36.090.

EXECUTIVE SUMMARY

The Board of Supervisors, as part of the fiscal year 2014-2015 budget approval process, authorized the purchase of certain fire apparatus, listed on the Fixed Asset Schedule as two water tenders. County Fire would like to purchase two bodies and storage components (Water Tender Build Up) from Burton's Fire Inc. of Modesto, CA without securing competitive bids. The chassis that the build up will sit on is being purchased separately as a result of a competitive bidding situation from a vendor in San Leandro, CA. Fire staff attempted to acquire bids from three vendors in Northern California for the build up, but two of the three responded that they would not be bidding on this project; therefore only one bid has been received for this project. The vendor supplying the chassis is located in San Leandro, CA.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Apparatus is budgeted in the Fire Protection Fund.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification:	The "Water Tender Build Up" is needed for the separately purchased chassis and design of the water tender bodies for the Napa County demographics. Other vendors were solicited for bid but declined due to their exclusive build up models or unwillingness to substitute to match our demographic.
Is the general fund affected?	No
Future fiscal impact:	The cost of maintaining the apparatus would be supported by the Fire Protection Fund.
Consequences if not approved:	Additional resources would be utilized to request competitive bids from dealers further away in distance from Napa County; travel and out of office time along with travel costs associated with production approvals would increase by utilizing a vendor further away.
Additional Information:	The fixed assets were approved as part of the Final Budget for FY 2014-15.

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 Board of Supervisors, as part of the fiscal year 2014-2015 budget approval process, authorized the purchase of certain fire apparatus, listed on the Fixed Asset Schedule as two "Water Tenders". County Fire would like to purchase two bodies and storage components (Water Tender Build up) from Burton's Fire Inc. of Modesto, CA, at a cost of one hundred thirty-nine thousand, one hundred ninety-nine dollars (\$139,199) each, without securing competitive bids. The chassis that the build up will sit on is being purchased separately as a result of a competitive bidding situation from a dealer in San Leandro, CA.

County Fire staff attempted to acquire bids from three vendors in northern California for the build up; however two of the three responded that they would not be bidding on this project; therefore only one bid has been received. County Fire has determined that the one bid received is a fair and reasonable offer. County Purchasing staff attempted to speak with the two vendors responding with a "no bid" to determine their reasoning. While one of the vendors has not responded, the other vendor did respond to our inquiry stating they did not feel that the specifications were written to be builder specific or overly restrictive; their reasoning for declining to bid is due to their current backlog of projects and current production capacities.

Production of this apparatus requires approvals at multiple stages during the the process, and in order for these approvals to happen, staff must visit the production facility. County Fire has determined that it would not be efficient or practical for staff to travel to a production facility outside Northern California for such approvals.

Burton's Fire Inc. is not a local vendor; there are no vendors in Napa County with the ability for this type of production.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi