

**SUBMITTAL TO THE BOARD OF DIRECTORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



FROM: Regional Park and Open-Space District

SUBMITTAL DATE:
November 8, 2013

SUBJECT: Request Approval for a Sole Source for the purchase of Live Rainbow Trout and Brook Trout from Calaveras Trout Farm – Renew for up to four (4) additional one-year periods for a total of five (5) years. District 1/1, 3/3, 4/4 [\$675,490]. District Operating Fund 25400.

RECOMMENDED MOTION: That the Board of Directors:

1. Receives and files notice of the proposed purchase of Live Rainbow Trout and Brook Trout, without securing competitive bids, in accordance with Ordinance No. 459.4, in the annual amount of \$95,830 from Calaveras Trout Farm, pursuant to the Purchasing Agent approving this purchase on behalf of the County.
2. Authorizes the Purchasing Agent to sign any ministerial amendments and exercise the option to renew for up to four (4) additional one-year periods for a total of five (5) years.

BACKGROUND:

Summary

(Continued on page 2)

Scott Bangle
General Manager

2014-010D JS

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 95,830	\$ 95,830	\$ 675,490	\$	Consent <input type="checkbox"/> Policy <input type="checkbox"/>
NET COUNTY COST	\$	\$	\$	\$	
SOURCE OF FUNDS: District Operating Fund 25400				Budget Adjustment: No	
				For Fiscal Year: 2013-2014	

C.E.O. RECOMMENDATION:

APPROVE

BY:
Alex Gann

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

FORM APPROVED COUNTY COUNSEL
 BY:
 DATE: 11/13/13
 Neal R. Kipnis
 Departmental Concurrence
 Purchasing
 Mark Seiler, Assistant Director

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.:

District: 1/1, 3/3, 4/4

Agenda Number:

13 - 3 D

SUBMITTAL TO THE BOARD OF DIRECTORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Request Approval for a Sole Source for the purchase of Live Rainbow Trout and Brook Trout from Calaveras Trout Farm – Renew for up to four (4) additional one-year periods for a total of five (5) years. District 1/1, 3/3, 4/4 [\$675,490]. District Operating Fund 25400.

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BACKGROUND:

Summary (continued)

The Riverside County Regional Park and Open-Space District (District) provides a wide variety of recreational activities for the enjoyment of the general public. Of those activities, fishing is a primary recreational sport enjoyed by children and adults alike. The District currently has three (3) parks which provide fishing activities: Lake Skinner, Lake Cahuilla, and Rancho Jurupa Park. Live Rainbow Trout are stocked in the lakes at each of these locations on a bi-weekly basis from early November through mid-March of each year.

Due to recent restrictions imposed by the California Department of Fish and Wildlife (CDFW), deliveries of Live Rainbow Trout to Lake Skinner Park have been suspended until further notice. The anticipated length of this suspension is one to two (1-2) years, and the District is currently awaiting CDFW's written approval to stock Brook Trout at this location as an alternative. In the event CDFW cancels the suspension, and for future consideration, the District has requested quotes for the delivery of Live Rainbow Trout to Lake Skinner with Brook Trout as an alternative when needed.

Impact on Citizens and Businesses

The Live Rainbow Trout or Brook Trout deliveries will provide the residents of the County of Riverside continued enjoyment of recreational fishing activities while visiting Lake Skinner, Lake Cahuilla, and Rancho Jurupa Park.

Contract History and Price Reasonableness

On October 10, 2013, the District prepared a Request for Quote and advertised on the County's Purchasing Website, the District's Website and the County's Public Purchase Website for Live Rainbow Trout and Brook Trout. Only one firm submitted a quote. Calaveras Trout Farm is able to provide Live Rainbow Trout to Lake Cahuilla and Rancho Jurupa Park, with limited quantities of Brook Trout to Lake Skinner during the second year of the contract, increasing each year thereafter, if the stocking of Brook Trout at Lake Skinner is approved by CDFW.

The District further researched the internet and contacted the vendors listed on the County and Public Purchase databases to encourage participation and to locate alternate sources to provide Live Rainbow Trout or Brook Trout. The District also contacted each vendor on the list of past bidders: Pine Creek Trout Farm located in Utah had gone out of business; Mt. Lassen Trout Farm was not interested due to logistics and does not provide Brook Trout; Chaulk Mound Trout, located in Nebraska, was originally interested and eager to bid but realized their company could not comply with the specifications for certification, delivery schedules, and weight methods required; Summer Lake did not return phone calls or respond to emails.

Based on the actual bid response, the current price for Live Rainbow Trout is \$2.94 per pound. This price is lower than the price paid by the District in the prior years at \$3.17 per pound for Live Rainbow Trout, representing a 7.2% decrease; \$3.01 per pound for Trophy Size Fish; and \$4.00 per pound for Brook Trout. The District has determined this price to be fair and reasonable.

For each renewable year, and if approved by CDFW, the variables related to the Request For Quote response are provided for delivery of Live Rainbow Trout to Lake Cahuilla, Rancho Jurupa Park, and Live Rainbow Trout or Brook Trout to Lake Skinner Park:

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DATE: November 8, 2013

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Contract History and Price Reasonableness: (continued)

First Year: \$95,830 for Live Rainbow Trout at Lake Cahuilla and Rancho Jurupa Park. No delivery to Lake Skinner.

Second Year: \$95,830 for Live Rainbow Trout at Lake Cahuilla and Rancho Jurupa Park, and

- If approved by CDFW, up to an additional \$48,510 for Live Rainbow Trout to Lake Skinner for a total of \$144,340, or;
- If approved by CDFW, up to an additional \$66,000 for Brook Trout to Lake Skinner for a total of \$161,830.00.

Third Year: Same as year 2 adjusted up or down per the CPI.

Fourth Year: Same as year 3 adjusted up or down per the CPI.

Fifth Year: Same as year 4 adjusted up or down per the CPI.

The District has filed with and received approval of the Sole Source Form from the Purchasing Department (see attached) detailing the process that was taken to find an appropriate trout vendor to provide the Trout.

County Counsel approved as to Form.

Date: November 5, 2013

From: Scott Bangle

Department/Agency: Parks

To: Board of Supervisors

Via: Purchasing Agent: Mark Seiler

Subject: Sole Source Procurement

The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

1. **Supply/Service being requested:** Live Rainbow Trout or Brook Trout Fish Stocking
2. **Supplier being requested:** Calaveras Trout Farm
3. **Alternative suppliers that can or might be able to provide supply/service:** Mt Lassen Trout Farm, located in Paynes Creek, California, (Northern California), Chaulk Mound Trout, located in Bridgeport, Nebraska and Summer Lake Trout Farm, located in Summer Lake, Oregon.
4. **Extent of market search conducted:** On October 10, 2013, the Park District prepared a Request for Quote and advertised on the County's Purchasing website, Park District's Website and County's Public Purchase Website for Live Rainbow Trout or Brook Trout. One firm submitted a quote, Calaveras Trout Farm, located in Snelling, California (Central California).

The Park District further researched the internet, and contacted the vendors listed on the County's and Public Purchase databases to encourage participation, and to locate alternate sources to provide Live Rainbow Trout or Brook Trout. Parks also researched past bidders list and called each one. Pine Creek Trout Farm located in Utah had gone out of business; Mt Lassen Trout Farm was not interested at this time, due to logistics and does not provide Brook Trout; Chaulk Mound Trout located in Nebraska, was originally interested and eager to bid, however, once the bid was posted, Chaulk Mound realized their company could not adhere to the specifications for certification, delivery schedules and weight methods required. Summer Lake did not return my calls or respond to emails.

5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** Live Rainbow Trout or Brook Trout.
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:**
The Park District currently provides a variety of recreational activities, fishing is a primary activity that is enjoyed by the general public. Each lake is stocked on a regular basis from November to March each year for Trout.
7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:** The price per pound for Live Rainbow Trout is \$2.94 for Lake Cahuilla, Rancho Jurupa Park and Live Rainbow Trout, this price is lower than the price paid by the District in the prior years at \$3.17 per pound for Live Rainbow Trout, a 7.2% decrease, and \$3.01 for Trophy Size Rainbow Trout or \$4.00 per pound for Brook Trout at Lake Skinner. Total required pounds is 49,000, which includes regular scheduled deliveries and special event fishing derbies. The Park District finds all cost to be reasonable. However, due to the recent imposed restrictions by the California Department of Fish and Wildlife to Lake Skinner, deliveries to Lake Skinner are suspended until further notice and will require written approval by CDFW to stock either Live Rainbow Trout or Brook Trout for any future delivery. The anticipated release of the restriction is approximately one to two (1-2) years. Based on the variables listed below, the Park District is requesting to secure delivery of either Live Rainbow Trout or Brook Trout to Lake Skinner. Total approval request includes the maximum amount for Live Rainbow Trout and Brook Trout as an alternative.

Anticipated Annual Cost – Variables:

First Year: \$95,830 for Live Rainbow Trout at Lake Cahuilla and Rancho Jurupa Park. No delivery to Lake Skinner.

Second Year: \$95,830 for Live Rainbow Trout at Lake Cahuilla and Rancho Jurupa Park, and
- If approved by CDFW, up to an additional \$48,510 for Live Rainbow Trout to Lake Skinner for a total of \$144,340; or;
- If approved by CDFW, up to an additional \$66,000 for Brook Trout to Lake Skinner for a total of \$161,830.00.

Third Year: Same as year 2 adjusted up or down per the CPI.

Fourth Year: Same as year 3 adjusted up or down per the CPI.

Fifth Year: Same as year 4 adjusted up or down per the CPI.

8. **Does moving forward on this product or service further obligate the county to future similar contractual arrangements or any ongoing costs affiliated with this sole source?** Yes. An annual, renewable contract is necessary to provide the services to the general public.

9. **Period of Performance:** To establish an annual contract and renew for up to four (4) additional one year periods for a total of five (5) years.

Department Head Signature
Purchasing Department Comments:

11/8/13

Date

Approve: _____ Approve with Condition/s: _____ Disapprove : _____

Not to exceed: \$95,830 to \$161,830 One time: _____ Annual Amount through 2018 _____

Purchasing Agent

11-8-13

Date

14-227

Approval Number
(Reference on Purchasing Documents)