

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

623



**SUBMITTAL DATE:**  
09/10/14

**FROM:** Sheriff-Coroner-PA

**SUBJECT:** Approval of a Three-Year Rental Agreement with Banning Sportsman's Club as a Single Source Provider of Shooting Range Services for the Sheriff's Department, Districts 4/4 & 5/5. [\$8,250 - General Fund 100%]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve a three-year agreement with Banning Sportsman's Club for the provision of shooting range services, without securing competitive bids, in accordance with Ordinance 459.4, and authorize the Purchasing Agent to execute the Agreement on behalf of the County.

**BACKGROUND:**

Summary

Sheriff's Department sworn personnel in the Cabazon Station/San Gorgonio Pass area need to rent a shooting range for its exclusive use two days each month to conduct quarterly qualifications, live fire training, and AR-15 certifications. The Banning Sportsman's Club is the closest legal, insured and licensed shooting range to the Station that allows our deputies to shoot multiple weapons in a 50-plus (Continued on Page 2)

Stan Sniff  
Sheriff-Coroner-PA  
Will Taylor, Dir. of Administration

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 2,750	\$ 2,750	\$ 8,250	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 2,750	\$ 2,750	\$ 8,250	\$ 0	

**SOURCE OF FUNDS:** General Fund Budget Adjustment: No  
For Fiscal Year: 14/15-16/17

**C.E.O. RECOMMENDATION:** APPROVE

BY:   
Elizabeth J. Olson

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

FORM APPROVED COUNTY COUNSEL 9/15/14 DATE  
BY: GREGORY P. PRAMOS

Departmental Concurrence

Purchasing: Mark Seiler, Assistant Director

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

Prev. Agn. Ref.: | District: 4/4 & 5/5 | Agenda Number:

3-23

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
**FORM 11: Approval of a Three-Year Agreement with Banning Sportsman's Club as a Single Source Provider of Shooting Range Services for the Sheriff's Department, Districts 4/4 & 5/5. [\$8,250 - General Fund 100%]**

**DATE:** 09/10/14

**PAGE:** 2 of 2 (BR 15-037)

**BACKGROUND:**

**Summary (continued)**

yard distance setting to meet qualification requirements. Deputies are also permitted to shoot anytime from 0800 to 2200 to accommodate for day and night qualifications twice a month.

Staff conducted Internet searches and contacted a number of County shooting range facilities. It found that Beaumont Indoor Shooting Range and Hi-Desert Rod & Gun Club Range are alternative vendors that can provide similar services to those of Banning Sportsman's; however, they are unable to meet all of the department's specific requirements. Beaumont Indoor can only provide a 25-yard shooting distance, and Hi-Desert Rod and Gun, which is 35 miles away from the Cabazon Station, only offers daytime shooting hours.

To guarantee exclusive use privileges at this reasonable price, the Club's management required a three-year commitment with a fixed monthly fee. County Counsel has approved the agreement as to form.

**Price Reasonableness**

Banning Sportsman's Club is charging the rate of \$2,750 annually, which compares favorably to retail costs of renting privately owned ranges. In addition, there are approximately 50 sworn personnel assigned to the Cabazon Station, and at an average deputy hourly wage of \$39.00 per hour, it would be neither feasible nor cost-efficient for them to drive 35 miles to the Hi-Desert Rod and Gun Club to get quarterly qualifications. It would cost the Department \$3,900 quarterly in driving time and about \$1,600 in fuel. Additionally, a significant number of staff would have to qualify on overtime, or staff would have to be held for overtime to cover for on-duty deputies who are qualifying.

**Impact on Citizens and Businesses**

The Sheriff's Department is proposing the use of a local business that provides services that make it a cost-effective choice.

Date: September 10, 2014  
From: Will Taylor, Chief of Administration Department/Agency: RSO / Cabazon  
To: Board of Supervisors  
Via: Purchasing Agent  
Subject: Single Source Procurement; Request for Annual Rental of Local Shooting Range.

The below information is provided in support of my Department requesting approval for a single 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:** The Department is requesting the annual rental of a licensed, local shooting range available to Sheriff's personnel for the purpose of conducting quarterly qualifications, live fire training, and AR-15 certifications.
2. **Supplier being requested:** Banning Sportsman's Club, Vendor #3681
3. **Alternative suppliers that can or might be able to provide supply/service:** Beaumont Indoor Shooting Range and Hi-Desert Rod & Gun Club Range are alternative vendors who can provide similar service; however, they are unable to meet all of the department's specific requirements. The Banning Sportsman's Club is the closest legal, insured and licensed shooting range/facility in the San Geronio Pass area.
4. **Extent of market search conducted:** Staff conducted Internet research and contacted local and non-local shooting range facilities. Beaumont Indoor Shooting Range can only provide a 25-yard distance for shooting, which is too short for the department qualification needs. Hi-Desert Rod & Gun is 35 miles away from the Cabazon station and can only offer the facility for daytime shooting.
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** Banning Sportsman's Club allows our deputies to shoot multiple weapons, such as rifles, etc., in a 50-plus yard distance setting to meet qualification requirements. Deputies are permitted to shoot anytime between the hours of 0800 to 2200 to accommodate for day and night qualifications twice a month; this is essential to the operation of the department. As mentioned above, Beaumont Indoor Shooting Range cannot meet the 50-yard minimum distance qualification requirement. Hi-Desert Rod & Gun is 35 miles away from the station and cannot accommodate for nighttime shooting.
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** Deputy Training and weapon qualifications are vital to the success of the department in providing public safety to Riverside County residents. There are approximately 50 sworn personnel assigned to the Cabazon Station, and at an average deputy hourly wage of \$39.00 per hour, it would not be feasible and cost-efficient to drive 35 miles to get quarterly qualifications. It would cost the department \$3,900 quarterly in driving time and about \$1,600 in fuel. Additionally, a significant number of staff would have to qualify on overtime, or staff would have to be held for overtime, to cover for on-duty deputies who are qualifying.
7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:** Banning Sportsman's Club is charging the rate of \$2,750 annually, which compares favorably to retail costs of renting privately owned ranges.

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? No.

9. **Period of Performance:** The Sheriff's Department is requesting a three (3) year agreement to begin July 1<sup>st</sup>, 2014, and end June 30<sup>th</sup>, 2017.

Shelly A. Kenneff 9/15/14  
Chief Deputy Signature Date

[Signature] 9/15/14  
Department Head Signature Date

Purchasing Department Comments:

Approve

Approve with Condition/s

Disapprove

Not to exceed: \$ 2750 One time Annual Amount through 9-30-17

[Signature] 9-17-14 15-212  
Purchasing Agent Date Approval Number  
(Reference on Purchasing Documents)