

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

269



FROM: Department of Public Health/Community Action Partnership of Riverside County

SUBMITTAL DATE:
March 5, 2015

SUBJECT: Approve the Purchase of nine (9) Vehicles, three (3) replacements and six (6) new, for Community Action Partnership (CAP) Riverside County. District: All; [\$250,000]; LIHEAP

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the purchase of nine (9) vehicles for the Community Action Partnership of Riverside County for the Weatherization Program for an amount not to exceed \$250,000;
2. Authorize the Purchasing Agent to release a Request for Quote (RFQ) to obtain the vehicles; and
3. Approve and direct the Auditor-Controller to make budget adjustments shown on Schedule A.

(Continued on Page 2)

Susan D. Harrington
Susan Harrington, Director

| FINANCIAL DATA | Current Fiscal Year: | Next Fiscal Year: | Total Cost: | Ongoing Cost: | POLICY/CONSENT (per Exec. Office) |
|-------------------------------------|----------------------|-------------------|-------------|-------------------------------|--|
| COST | \$ 250,000 | \$ 0 | \$ 250,000 | \$ Click here to | Consent <input type="checkbox"/> Policy <input type="checkbox"/> |
| NET COUNTY COST | \$ 0 | \$ 0 | \$ 0 | \$ 0 | |
| SOURCE OF FUNDS: 100% LIHEAP | | | | Budget Adjustment: Yes | |
| | | | | For Fiscal Year: 14/15 | |

C.E.O. RECOMMENDATION:

APPROVE

Donna Shaw
Donna Shaw

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

PURCHASING & FLEET SERVICES: Lisa Brandl, Director

FISCAL PROCEDURES APPROVED
PAUL ANGUILO, CPA, AUDITOR-CONTROLLER
BY: *Esteban Hernandez* 3/5/15

Departmental Concurrence

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

Prev. Agn. Ref.:

District: All

Agenda Number:

3-52

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

FORM 11: Approve the Purchase of nine (9) Vehicles, three (3) replacements and six (6) new, for Community Action Partnership (CAP) Riverside County. [District: All] [\$250,000] [LIHEAP]

DATE: March 5, 2015

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BACKGROUND:

The Community Action Partnership (CAP) of Riverside County has an aging fleet that requires extensive maintenance repairs, poor condition, numerous high dollar repairs to many of the vehicles. Fleet Services is recommending that the three (3) vehicles be replaced, rather than repaired.

Further, CAP is requesting six (6) additional vehicles also assigned to the Weatherization Program, to accommodate the increasing mandate set-forth by State of California – Department of Community Services and Development (CSD). The total request of nine (9) vehicles will assist CAP's Assessors/Inspectors to meet the needs of the increasing program requirements.

More so, the vehicles utilized by CAP will provide efficiency and effectiveness to the Assessors/Inspectors responding to the community needs. Many of CAP's clients live in remote and rural areas within Riverside County that do not have paved or finished roads. Thus, the vehicles travel on hard-pack or gravel roads that cause premature wear and tear to vehicles.

The CAP Assessors/Inspectors are required to increase the number of weatherized assessments and inspections in 2015 per LIHEAP funding guidelines. The required numbers of homes weatherized are directly correlated to the funding received by CSD.

The Director of Purchasing & Fleet Services and the Director of the Community Action Partnership request the Board to approve the purchase of nine (9) replacements for FY 2014/2015. This purchase will be paid by LIHEAP funds. The actual amount of the purchase will be determined by the results of the bid process.

Impact on Citizens and Businesses

The purchase of the replacement vehicles will allow CAP to continue to provide much needed assistance to individuals and/or families receiving services from CAP programs and will allow CAP to fulfill its mission assisting the low income residents of Riverside County.

SUPPLEMENTAL:

Additional Fiscal Information

No County General Funds are required.

Contract History and Price Reasonableness

These replacement vehicles will be obtained by Purchasing & Fleet Services Department through the bid process.

ATTACHMENTS

BUDGET ADJUSTMENT

Schedule A

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA FORM 11: Approve the Purchase and Replacement of nine (9) Vehicles, three (3) of which are replacements and six (6) of which are new, for the Community Action Partnership. [District: All] [\$250,000] [LIHEAP]
DATE: March 5, 2015
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SCHEDULE A

Community Action Partnership of Riverside County
Budget Adjustment
Fiscal Year 2014/2015

INCREASE IN APPROPRIATIONS:

| | | |
|--------------------------------|----------------------------|------------|
| PUARC-45300- 7300513000-546320 | Vehicles-Cars/Light Trucks | \$ 250,000 |
|--------------------------------|----------------------------|------------|

INCREASE IN ESTIMATED REVENUE:

| | | |
|--------------------------------|-----------------------|------------|
| PUARC-45300- 7300513000-777620 | Vehicle Cost Recovery | \$ 250,000 |
|--------------------------------|-----------------------|------------|