

FISCAL PROCEDURES APPROVED  
IVAN M. CHAND, FINANCE DIRECTOR

10/21/2011  
IVAN M. CHAND

SUBMITTAL TO THE FLOOD CONTROL AND  
WATER CONSERVATION DISTRICT BOARD  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

717B



FROM: General Manager-Chief Engineer  
SUBJECT: Geo-Boy Brush Cutter Tractor Parts

SUBMITTAL DATE:  
November 8, 2011

RECOMMENDED MOTION:

1. Authorize the purchase of parts from Jarraff Industries, Inc., a sole source vendor.
2. Authorize and direct the Purchasing Agent to issue a purchase order on behalf of the District

BACKGROUND:

The District is requesting authorization to purchase Track Assemblies, Grouser Bars, Tire Guides and Final Drive Assemblies for the Geo-Boy Brush Cutter Tractor from Jarraff Industries, Inc. The parts will be used to service and make repairs to this equipment which is used to maintain the yearly mowing of heavily vegetated flood control facilities. The equipment operates with an extremely low ground pressure allowing for operation in wet and muddy conditions to maintain flood flow capacity within earthen facilities.

(continued on Page 2)

ZS:rlp

*Steve Thomas*  
FOR **WARREN D. WILLIAMS**  
General Manager-Chief Engineer

FINANCIAL DATA	Current F.Y. District Cost:	\$ 60,500.00	In Current Year Budget: Y
	Current F.Y. County Cost:	\$	Budget Adjustment: N
	Annual Net District Cost:	\$	For Fiscal Year:

SOURCE OF FUNDS: 546160 48000 947240

Positions To Be Deleted Per A-30	<input type="checkbox"/>
Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE

BY: *Michael R. Shetler*  
Michael R. Shetler

County Executive Office Signature

Dep't Recomm.:  
Per Exec. Ofc.:  
☐ Policy  
☐ Policy  
☐ Consent  
☐ Consent

MINUTES OF THE FLOOD CONTROL AND WATER CONSERVATION DISTRICT

On motion of Supervisor Tavaglione, seconded by Supervisor Stone and duly, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone and Ashley  
Nays: None  
Absent: Benoit  
Date: November 8, 2011  
xc: Flood, Purchasing

Kecia Harper-Ihem  
Clerk of the Board  
By: *[Signature]*  
Deputy



**FLOOD CONTROL AND WATER CONSERVATION DISTRICT BOARD SUBMITTAL  
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**BACKGROUND contd.:**

The Geo-Boy Brush Cutter Tractor is one of a kind, specifically manufactured and distributed by Jarraff Industries and the parts needed are designed and engineered specifically to fit this particular piece of equipment.

**FINANCIAL:** Funds for the parts from Jarraff Industries, Inc. are included in the FY11/12 budget.

P8/141645






## MEMORANDUM

RIVERSIDE COUNTY FLOOD CONTROL  
AND WATER CONSERVATION DISTRICT

DATE: September 28, 2011

TO: Board of Supervisors  
VIA: Purchasing Agent  
FROM: Warren D. Williams, General Manager-Chief Engineer   
RE: Sole Source Procurement – Jarraff Industries Inc.  
Request Parts for Geo-Boy Brush Cutter Tractor

The information provided below is in support of the District 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:** Purchase Track Assemblies, Grouser Bars, Tire Guides and Final Drive Assemblies for our Geo-Boy Brush Cutter Tractor.
2. **Supplier being requested:** Jarraff Industries Inc.
3. **Alternative suppliers that can or might be able to provide supply/service:** None available
4. **Extent of market search conducted:** This was a Board approved fixed asset purchase from October 19, 2004. The Geo-Boy Brush Cutter Tractor is one of a kind, specifically manufactured and distributed by Jarraff Industries, located in Saint Peter, MN.
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** The Track Assemblies, Grouser Bars, Tire Guides and Final Drive Assemblies are designed and engineered specifically to fit this particular piece of equipment.
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** This purchase allows us to continue and maintain our yearly mowing of heavily vegetated channel inverts. The equipment operates with an extremely low ground pressure, allowing for operation in wet and muddy conditions. As the District continues to move toward environmentally earthen channels, the Geo-Boy allows us to more efficiently maintain flood flow capacity.



September 28, 2011

TO: Board of Supervisors  
RE: Sole Source Procurement – Jarraff Industries Inc.  
Request Parts for Geo-Boy Brush Cutter Tractor

7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:** The parts being requested are captured items that can only be purchased through Jarraff Industries. The pricing is set by the manufacturer. Previous Track Assemblies were purchased in 2007 at \$20,300.00. The cost of the new complete Track Assemblies is \$30,500.00 which includes Grouser Bars and Tire Guides. We are also purchasing 50 extra Grouser Bars at a cost of \$3,500.00 and 50 extra Tire Guides at a cost of \$2,500.00 to cover future maintenance repairs. Also, there will be a shipping charge of approximately \$2,000.00. This is the first time we are purchasing two (2) Final Drive Assemblies since our 2004 equipment purchase. The cost to replace these items is \$22,000.00. Total cost should not exceed \$60,500.00. *The 2007 purchase was for tracks only and did not include bars and guides. Pricing is state and local government rates.*
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? (Maintenance, support, or upgrades, if so, please explain).** No
9. **Period of Performance:** The required replacement Track Assemblies are needed approximately every three years. These items are considered wear items and must be serviced periodically. The last time we ordered replacement tracks was 2007. The Final Drive Assemblies have lasted 7 years without having to be replaced. We anticipate the new Final Drive Assemblies to last approx 7 years as well or until we replace this piece of equipment.

  
Department Head Signature9/28/11  
Date

Purchasing Department Comments:

Approve

Approve with Condition(s)

Disapprove

Not to exceed: \$ 60,500 ☒ One time ☐ Annual Amount through \_\_\_\_\_  
Purchasing Agent10-11-11  
Date10247  
Approval Number

(Reference on Purchasing Documents)

GG:mc  
P8\141060

