

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

213



FROM: Purchasing & Fleet Services
Department of Public Social Services

SUBMITTAL DATE:
January 14, 2014

SUBJECT: To Approve the Purchase of Replacement Vehicles for DPSS [All] [\$4,200,000.00] [Federal 55.83%; State 24.18%; County 2.84%; Realignment 16.79%; Other 0.36% Funding]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the purchase of approximately 150 replacement vehicles for the Department of Public Social Services in all supervisorial districts, not to exceed \$4,200,000 total;
2. Authorize the Purchasing Agent to release a Request for Quote (RFQ) to obtain the vehicles; and
3. Direct the Auditor-Controller to make the Purchasing & Fleet Services budget adjustments shown on Schedule A, attached.

PAUL ANGLIO, CPA
 COUNTY AUDITOR-CONTROLLER
 BY *[Signature]*
 1/21/14
 Departmental Concurrence

[Signature]
 Mark Seiler, C.P.M., Asst. Director
 Purchasing & Fleet Services Dept.

[Signature]
 Susan von Zabern, Director
 Department of Public Social Services

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 1,400,000	\$ 1,400,000	\$ 4,200,000	\$	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 39,760	\$ 39,760	\$ 119,280	\$	
SOURCE OF FUNDS: Federal Funding: 55.83% State Funding: 24.18%; County Funding: 2.84%; Realignment Funding: 16.79%; Other Funding: 0.36%				Budget Adjustment: Yes For Fiscal Year: 13-14	

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

BY: *[Signature]*
 Serena Chow

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Benoit, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley
 Nays: None
 Absent: None
 Date: February 4, 2014
 xc: Purchasing, DPSS, Auditor

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

Prev. Agn. Ref.: _____ District: All _____ Agenda Number: _____

3-14

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

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

FORM 11: To Approve the Purchase of Replacement Vehicles for DPSS[All] [\$4,200,000.00] [Federal 55.83%; State 24.18%; County 2.84%; Realignment 16.79%; Other 0.36% Funding]

DATE: January 14, 2014

PAGE: Page 2 of 2

BACKGROUND:

Summary

The Department of Public Social Services (DPSS) has an aging vehicle fleet. The last significant vehicle purchase was during Fiscal Year (FY) 2007/2008. In FY 2008/2009, DPSS had a total of 680 vehicles. Since that time, 84 vehicles were salvaged and eliminated from the DPSS fleet leaving 596 vehicles. The current fleet has 202 vehicles over 100,000 miles and 237 vehicles over 10 years old. DPSS estimates that by January 1, 2015, more than 25 additional vehicles will be lost due to wear, accident and salvage. Additionally, by the same date, it is projected that another 30 vehicles will fall into the aged and high-mileage vehicle category.

Further deterioration of DPSS vehicles may impede social workers in responding to community needs. Since FY 2008/2009, DPSS staffing has increased by 850, many of which are social workers. Child Protective Services (CPS) and Adult Protective Services (APS) divisions together utilize 64.6% of the vehicles over ten years old with mileage over 100,000 miles.

The Director of Purchasing & Fleet Services and the Director of the Department of Public Social Services request the Board to approve the purchase of approximately 150 replacement vehicles not to exceed \$1,400,000.00 for FY 2013/2014. This purchase will be financed for two years with a third of the cost to be spread over three years for a total cost of \$4,200,000.00. The actual amount of the purchase will be determined by the results of the bid process.

Impact on Residents and Businesses

The purchase of the replacement vehicles will allow DPSS to continue to provide much needed assistance to individuals and/or families receiving services from various DPSS programs and will allow DPSS to fulfill home visit requirements for children and adults served by Child Protective Services and Adult Protective Services.

SUPPLEMENTAL:

Additional Fiscal Information

DPSS will absorb the FY 2013/2014 cost in the current year with no budget adjustment. Existing DPSS funds will be reallocated to Purchasing & Fleet Services as outlined on Attachment A.

FY 2013/2014	FY 2014/2015	FY 2015/2016
\$1,400,000.00	\$1,400,000.00	\$1,400,000.00

Price Reasonableness

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

ATTACHMENT:

A. BUDGET ADJUSTMENT

ATTACHMENT A: BUDGET ADJUSTMENT

Direct the Auditor Controller to make the following adjustments to the Purchasing & Fleet Services budget for FY 2013/2014:

Increase Appropriations:

45300-7300500000-532600	(Cap Lease-Purch Principal)	\$408,546.00
45300-7300500000-533720	(Cap Lease-Purch Interest)	\$ 38,250.00
45300-7300500000-535515	(Amortization - Vehicles)	<u>\$283,333.00</u>
		\$730,129.00

Increase Estimated Revenue:

45300-7300500000-777620	(Vehicle Cost Recovery)	\$446,796.00
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Use of Net Assets:

45300-7300500000-380100	(Unrestricted Net Assets)	\$283,333.00
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MEMORANDUM

TO: Auditor Controller's Office

FROM: Candace Holt
Contracts & Grants Analyst, DPSS Contracts Administration

DATE: January 16, 2014

RE: Form 11 w/Budget Adjustment - Replacement Vehicles

Attached please find a Form 11 with budget adjustment for your review and approval. We anticipate having this on the Agenda for February 4, 2014.

If there are any questions, please contact me at your earliest convenience at 951-358-3298, or clholt@riversidedpss.org.

*Thanks!
Candace*

**Contracts Administration
Jnit**
10281 Kidd Street
Riverside, CA 92503
dpsscontracts@riversidedpss.org
FAX: (951) 358-3900

Administrative Manager II
Rod Jaffe
(951) 358-5879
rojaffe@riversidedpss.org

Contracts Supervisor
Laurie McDaid
(951) 358-3086
amcdaid@riversidedpss.org