

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

204B



FROM: General Manager-Chief Engineer

SUBMITTAL DATE:
March 10, 2015

SUBJECT: Approve Sole Source for Parts Purchases from Inland Bobcat [\$300,000]
District Funds 100%

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the sole source purchase of Original Equipment Manufacturers (OEM) parts and repair services on an as needed basis from Inland Bobcat in the estimated amount of \$60,000 per year for a period of five (5) years exempting Bobcat replacement purchases and services from the required Sole Source purchase procedure.

BACKGROUND:

Summary

The District utilizes Bobcat small equipment in its daily flood control facilities maintenance operations. In most cases, repairs to the Bobcat small equipment can be performed by District mechanics with the purchase of replacement OEM parts. However, some cases require that repairs be completed by an authorized dealer in association with these OEM parts.

JR:mc
P8/168451

WARREN D. WILLIAMS
General Manager-Chief Engineer

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 60,000	\$ 60,000	\$ 300,000	\$ N/A	Consent <input type="checkbox"/> Policy <input type="checkbox"/>
NET DISTRICT COST	\$ 60,000	\$ 60,000	\$ 300,000	\$ N/A	
SOURCE OF FUNDS: 48020-947260-521500 Garage/Fleet Operations -Maintenance				Budget Adjustment: No	
				For Fiscal Year: 14/15 -18/19	

C.E.O. RECOMMENDATION:

APPROVE

BY:
Steven C. Horn

County Executive Office Signature

MINUTES OF THE FLOOD CONTROL AND WATER CONSERVATION DISTRICT

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

Ayes: Jeffries, Tavaglione, Washington, Benoit and Ashley
Nays: None
Absent: None
Date: March 10, 2015
xc: Flood

Kecia Harper-Ihem
Clerk of the Board
By:
Deputy

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

11-2

FISCAL PROCEDURES APPROVED
JEANINE J. REY, FINANCE DIRECTOR
BY:
JEANINE J. REY, Finance Director

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

**SUBMITTAL TO THE FLOOD CONTROL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**
FORM 11: Approve Sole Source for Parts Purchases from Inland Bobcat [\$300,000] District Funds 100%]
DATE: March 10, 2015
PAGE: Page 2 of 2

BACKGROUND:

Summary (continued)

For the current fiscal year, the District obtained sole source approval in the amount of \$24,999, County Purchasing Sole Source #15-269, to meet its on-going purchasing needs of these replacement parts and services. However, based on increased maintenance requirements, it has been determined that the ongoing costs for these purchases will exceed that amount. The revised estimated annual cost for these OEM replacement parts and services is approximately \$60,000 annually.

OEM parts are available only through authorized Bobcat dealers of which there are four suppliers located in Southern California: Los Angeles, Orange, San Diego and Riverside. The Riverside location is the only local dealer where the District can purchase OEM replacement parts and receive maintenance repairs in a reasonable timeframe for a cost less than what the other authorized suppliers can provide given the close proximity of the Riverside location, which eliminates shipping charges for replacement parts and reduces hauling fees to transport equipment for repairs occasionally required. Therefore, Inland Bobcat is the most cost effective dealer for the District to purchase the Bobcat OEM replacement parts.

SUPPLEMENTAL:

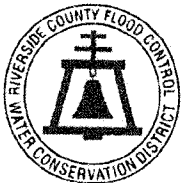
Contract History and Price Reasonableness

Inland Bobcat offers the District State and Local Government discounts. The pricing for parts and services are set and proprietary. They are comparable to other heavy equipment manufacturers. The District is requesting its sole source purchase authorization be increased to \$60,000 annually for a five (5) year period covering Fiscal Years 2014-2015, 2015-2016, 2016-2017, 2017-2018 and 2018-2019, renewable in one year increments.

ATTACHMENTS (if needed, in this order):

1. Sole Source Procurement – Inland Bobcat, Request for Heavy Equipment Parts and Service/Repairs

JR:mc
P8/168451



MEMORANDUM

RIVERSIDE COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT

DATE: March 10, 2015

TO: Board of Supervisors
VIA: Purchasing Agent
FROM: Warren D. Williams, General Manager-Chief Engineer
RE: Sole Source Procurement –Inland Bobcat
Request for Heavy Equipment Parts and Service/Repairs

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:** Parts and service for Bobcat Skid Steer Loaders owned by the District.
2. **Supplier being requested:** Inland Bobcat
3. **Alternative suppliers that can or might be able to provide supply/service:** Original Equipment Manufacturer (OEM) parts are available only through authorized Bobcat dealers. There are four authorized Bobcat suppliers located in Southern California: Los Angeles, Orange, San Diego, and Riverside Counties.
4. **Extent of market search conducted:** The Riverside location is the only local dealer where the District can purchase OEM replacement parts and also receive maintenance repairs in a reasonable timeframe. The proximity of the Riverside location allows for the cost of hauling the equipment in for repair and picking it up to be significantly lower than using one of the other southern California authorized dealers.
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** Bobcat dealers are the exclusive supplier of new OEM parts for Bobcat equipment. A local warehouse maintains an inventory of stock parts which makes availability for same day and will call necessities easier for purchase when needed.
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** The District owns 10 Bobcat Skid Steer Loaders in addition to many support implements that are utilized in the daily operation and maintenance that the District oversees. Original Bobcat parts are required for repairs, preventative maintenance and when major repairs are necessary; servicing of the equipment is done by authorized Bobcat technicians.



MEMORANDUM

RIVERSIDE COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT

DATE: March 10, 2015

TO: Board of Supervisors
VIA: Purchasing Agent
FROM: Warren D. Williams, General Manager-Chief Engineer
RE: Sole Source Procurement –Inland Bobcat
Request for Heavy Equipment Parts and Service/Repairs

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.


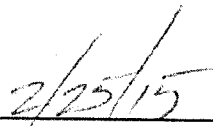
1. **Supply/Service being requested:** Parts and service for Bobcat Skid Steer Loaders owned by the District.
2. **Supplier being requested:** Inland Bobcat
3. **Alternative suppliers that can or might be able to provide supply/service:** Original Equipment Manufacturer (OEM) parts are available only through authorized Bobcat dealers. There are four authorized Bobcat suppliers located in Southern California: Los Angeles, Orange, San Diego, and Riverside Counties.
4. **Extent of market search conducted:** The Riverside location is the only local dealer where the District can purchase OEM replacement parts and also receive maintenance repairs in a reasonable timeframe. The proximity of the Riverside location allows for the cost of hauling the equipment in for repair and picking it up to be significantly lower than using one of the other southern California authorized dealers.
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** Bobcat dealers are the exclusive supplier of new OEM parts for Bobcat equipment. A local warehouse maintains an inventory of stock parts which makes availability for same day and will call necessities easier for purchase when needed.
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** The District owns 10 Bobcat Skid Steer Loaders in addition to many support implements that are utilized in the daily operation and maintenance that the District oversees. Original Bobcat parts are required for repairs, preventative maintenance and when major repairs are necessary; servicing of the equipment is done by authorized Bobcat technicians.

March 10, 2015

TO: Board of Supervisors
RE: Sole Source Procurement – Inland Bobcat
Request for Heavy Equipment Parts and Service/Repairs

7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:** The pricing for parts are set and proprietary. The District is requesting the sole source be covered for Fiscal Years 2014-2015, 2015-2016, 2016-2017, 2017-2018 and 2018-2019, renewable in one year increments not to exceed \$60,000 per year. Annual cost tracking will be the responsibility of the District.
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:** February 17, 2015 thru June 30, 2015 for \$60,000. Renewable in one year increments for Fiscal Years 15/16 \$60,000, FY 16/17 \$60,000, FY 17/18 \$60,000, and FY 18/19 \$60,000, for a total of five (5) years.

Pending Board of Supervisors Approval March 10, 2015

Department Head Signature Date

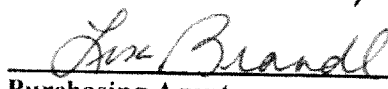
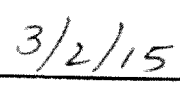
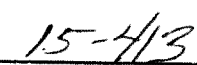
Purchasing Department Comments:

Approve



Approve with Condition(s)

Disapprove

Not to exceed: \$ 60,000 / yr. One time Annual Amount through FY 18/19

Purchasing Agent Date Approval Number
(Reference on Purchasing Documents)

MW:mc
P8\168404