

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



ITEM: 3.6
(ID # 12086)

MEETING DATE:
Tuesday, March 17, 2020

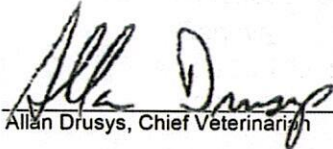
FROM : ANIMAL SERVICES:

SUBJECT: DEPARTMENT OF ANIMAL SERVICES: Authorize the Purchasing Agent to issue a Purchase Order to OC-RV Paint and Service, LLC for the Upgrade and Renovation of the Mobile Spay and Neuter Bus Unit for FY 19/20 in the amount of \$60,783 without seeking competitive bids. All Districts, [Total Cost \$60,783], 100% Grant Funds

RECOMMENDED MOTION: That the Board of Supervisors:

1. Authorize the Purchasing Agent to issue a Purchase Order to OC-RV Paint and Service for the upgrade and renovation of the Mobile Spay and Neuter Bus Unit for FY 19/20 without seeking competitive bids for a total amount of 60,783.

ACTION: Policy




Allan Drusys, Chief Veterinarian

3/5/2020

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: March 17, 2020
xc: Animal Services

Kecia R. Harper
Clerk of the Board
By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 60,783	\$ 0	\$ 60,783	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% Petco Grand Funds			Budget Adjustment:	No
			For Fiscal Year:	19/20

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The purpose of having a mobile spay/neuter bus is to meet the requirements of County Ordinance 560. The County Ordinance requires that low-cost spay/neuter surgeries be provided to the public and to offer mobile bus services to contracted cities upon request. The renovation was required due to the aging structure of the unit where it was no longer operable. Due to budget restraints the department was unable to upkeep with the required preventative maintenance for the bus. The department has suffered a loss of revenue due to the bus's non-functionality. Therefore, the department petitioned and was granted \$75K from the PetCo Foundation to continue Animal Services' lifesaving efforts. The PetCo grant funds became available in May 2019.

Impact on Residents and Businesses

The ability to provide mobilized spay and neuter surgeries is vital to private citizens that may be limited in their ability to transport animals to the shelter. Spaying and neutering animals results in fewer homeless animals. The fewer animals that become homeless also reduces the number of animals having to be sheltered which results in a greater cost savings to the County.

Additional Fiscal Information

There is no new financial impact to the County's general fund. The funding has been granted by the PetCo Foundation.

Description	FY19/20	Total
Mobile Bus Upgrade/Renovation	\$ 60,783	\$ 60,783
Total Costs	\$ 60,783	\$ 60,783

Contract History and Price Reasonableness


In comparison to other vendors who offer similar services for other types of Recreational Vehicles (RV's) but do not provide renovation services for a mobile surgical bus it was found that OC-RV's labor rates were fair and reasonable. The department researched labor rates within a group of vendors that offer similar services. It was found that the average labor rates

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vary from \$120 through \$130; resulting in the average labor cost of \$125.00. OC-RV's meets the average labor cost of \$125.00. The Single Source has been approved by the County Purchasing Agent as an after-the-fact request, SSJ #20-101.

ATTACHMENTS

1. Single Source Justification #20-101

 Teresa Summers, Director of Purchasing	3/5/2020	 Douglas G. Girdonez Jr.	 Anthony Jr.	3/9/2020
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 Gregory P. Priarios, Director County Counsel	3/7/2020
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Date: 01/16/2020
From: Dr. Allan Drusys, Director
To: Board of Supervisors/Purchasing Agent
Via: Ellie Ubina, Administrative Services Analyst II, 951-358-7318
Subject: Single Source Procurement; Request for Mobile Bus Unit Upgrade/Renovation

The below information is provided in support of my Department requesting approval for a sole or 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 or single source.*)

1. **Supplier being requested: OCRV Paint and Service LLC**

2. **Vendor ID: 0000231937**

3. **Single Source** **Sole Source**

4. **Have you previously requested and received approval for a sole or single source request for this vendor for your department?** (*If yes, please provide the approved sole or single source number.*)

Yes **No**
SSJ# _____

4a. **Was the request approved for a different project?**

Yes **No**

5. **Supply/Service being requested: Mobile Bus Unit Upgrade/Renovation**

6. **Unique features of the supply/service being requested from this supplier.**

Alternate suppliers were contacted regarding service availability; Universal Specialty Vehicle, The RV Spa, Millers Mobile Services, So Cal RV, and Complete Coachworks. None of these vendors was willing to provide a complete renovation as specified. The suppliers were unwilling to accept the request for service due to the uniqueness of the bus and the complexity of the type of renovation requested. The mobile bus is structurally and architecturally designed as a surgical room to perform spay and neuter surgeries for animals. It is equipped with a surgical platform, surgical equipment, sub-flooring, water tanks, sinks with access to water, cabinets for storage, counter tops, and kennels for animals. Renovations to this type of unit require a specialized group of workers with greater expertise and experience.

7. **Reasons why my department requires these unique features from the vendor and what benefit will accrue to the county:**

The purpose of having a mobile spay/neuter bus is to meet the requirements of County Ordinance 560. The County Ordinance requires that low-cost spay/neuter surgeries be



provided to the public and to offer mobile bus services to contracted cities upon request. The ability to provide mobilized spay and neuter surgeries is vital to private citizens that may be limited in their ability to transport animals to a shelter. The renovation was required due to the aging structure of the unit where it was no longer operable. Due to budget restraints the department was unable to upkeep with the required preventative maintenance for the bus. The department has suffered a loss of revenue due to the bus's non-functionality. Therefore, the department petitioned and was granted \$75K from the PetCo Foundation to continue Animal Services' lifesaving efforts. The PetCo grant funds became available in May 2019.

8. **Period of Performance:** From: 11/5/19 to 11/5/19
(total number of years)

Is this an annually renewable contract? No Yes
Is this a fixed-term agreement: No Yes

9. **Identify all costs for this requested purchase. In addition, please include any single or sole source amounts previously approved and related to this project and vendor in the section designated below for current and future fiscal years. You do not need to include previous fiscal year amounts. If approval is for multiple years, ongoing costs must be identified below. If annual increases apply to ongoing costs such as CPI or other contract increases, provide the estimated annual cost for each consecutive year. If the annual increase may exceed the Purchasing Agent's authority, Board approval must be obtained. (Note: ongoing costs may include but are not limited to subscriptions, licenses, maintenance, support, etc.)**

Description:	FY20	Total
One-time Costs:	\$60,783	\$60,783
<i>Mobile Bus Upgrade</i>		
Ongoing Costs:	0	0
<i>Not applicable</i>		
Previous SSJ Approved Amounts:	0	0
<i>Not applicable</i>		
Total Costs	\$60,783	\$60,783

Note: Insert additional rows as needed

10. **Price Reasonableness:**

In comparison to other vendors who offer similar services for other types of Recreational Vehicles (RV's) but do not provide renovation services for a mobile surgical bus it was found that OC-RV's labor rates were fair and reasonable. The department researched labor rates within a group of vendors that offer similar services. It was found that the average labor rates vary from \$120 through \$130; resulting the average labor cost of \$125.00. OC-RV's meets the average labor cost of \$125.00.

11. **Projected Board of Supervisor Date (if applicable):** February 18th, 2020

