

**SANTA BARBARA COUNTY
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:
Prepared on: 02/14/06
Department Name: Sheriff
Department No.: 032
Agenda Date: 03/07/06
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Sheriff Jim Anderson
Sheriff's Department

STAFF CONTACT: Douglas Martin, Chief Financial Officer
ext. 4293

SUBJECT: Request for Waiver of Competition in Purchase of Uniforms and Issued Equipment.

Recommendation(s):

That the Board of Supervisors:

- A. Authorize the Purchasing Agent to procure uniforms and associated equipment for the Sheriff's Department without being required to conduct a formal bid process, the cost per fiscal year not to exceed \$ 50,000.

Alignment with Board Strategic Plan:

The recommendation is primarily aligned with Goal No. 2. A Safe and Healthy Community in Which to Live, Work, and Visit.

Executive Summary and Discussion:

The Santa Barbara Sheriff's Department outfits front line personal with uniforms and equipment so that they can perform the duties they are assigned. Each new sworn employee receives a supply of pants, shirts and leather goods such as belts, holsters and pouches. Replacement equipment is purchased and held in inventory to replace goods broken in the line of duty. Employees also have the ability to buy extra sets of uniforms at the Department's cost as they see fit. The Department spends \$38,000 to \$40,000 a year on uniforms and equipment.

At one time there were two uniform suppliers available to the department. Thus, purchases were spread around to both vendors, allowing the use of the Blanket Purchase Order as the requisition tool. In the last couple of years, one vendor, F. Morton Pitt, had to be dropped from consideration by the department due to

employee ownership conflicts. That has left only one vendor for the Department to use, On Duty Uniforms of Ventura.

An exhaustive search has revealed that no other vendors for uniform supply exist in the tri-county area. Due to the fitting process of uniforms and special needs of academy cadets in both the Ventura and Hancock College academies, the use of internet stores has proven problematic.

Pursuant to County Code Section 2-39, we are requesting your Board waive the requirement for a competitive bid for the purchase of uniforms and associated equipment and allow On Duty Uniforms to be the primary provider of these products to the Sheriff's Department.

Mandates and Service Levels:

Pursuant to County Code 2-39, which requires the Procurement Agent to use a formal competitive bid process unless this requirement is waived by the Board. We are requesting the Board waive this requirement for this purchase as it is the sole source vendor for these products.

Fiscal and Facilities Impacts:

Uniforms and equipment are regularly budgeted in Department 032, General Fund 0001, line item 7030 (Clothing and Personal).

There will be no facilities impact to the Sheriff's Department.

Special Instructions:

Clerk of the Board: Please send a copy of the signed minute order to Douglas Martin, Sheriff's Department.