



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

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

Department Name: Sheriff  
Department No.: 032  
For Agenda Of: October 16, 2012  
Placement: Administrative  
Estimated Tme:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors

**FROM:** Department Sheriff Bill Brown  
Director(s)  
Contact Info: Douglas Martin, CFO  
Ext 4293

**SUBJECT: Waiver of Competition for the Purchase of Aviation Fuel**

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**County Counsel Concurrence**

As to form: No

Other Concurrence: Purchasing

As to form: Yes

**Auditor-Controller Concurrence**

As to form: No

**Recommended Actions:**

That the Board of Supervisors authorizes the Purchasing Agent to procure up to \$125,000 in aviation fuel per fiscal year for the Sheriff's Office from the Santa Ynez Airport Authority without being required to conduct a formal bid process for the period ending June 30, 2014.

**Summary Text:**

The County Air Support Unit (ASU) is currently located at the Santa Ynez Airport. In prior years, the separate aviation units of the Fire Department and Sheriff's Office purchased from the Santa Ynez Airport Authority an average of \$110,000 annually on aviation fuel. With the consolidation of the two units into the County Air Support Unit, the need to purchase fuel from the Santa Ynez Airport Authority exceeds County Purchasing requirements. Since the ASU is located at the Santa Ynez Airport, the most convenient method of fueling the aircraft is to use the airport pumps.

**Background:**

The Sheriff's Department currently has a \$25,000 blanket purchase order with the Santa Ynez Airport Authority for the purchase of aviation fuel. This is inadequate in light of the creation of the ASU, combining all aviation resources under one department. The ASU budget anticipates about \$150,000 in fuel expense for FY2012-13. This action will allow the ASU to purchase the fuel needed to keep the aircraft in operational readiness mode. This request covers the current fiscal year as well as FY2013-14, allowing the ASU to function without interruption due to the availability of fuel.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

The Sheriff's Office budget includes appropriation for fuel purchases for the ASU totaling \$152,750. While most of the fuel is purchased from the Santa Ynez Airport Authority, some purchases will be made from other vendors due to flight mission requirements. Therefore the requested annual purchase amount for this sole source is \$125,000.

**Special Instructions:**

Please send a Minute Order to General Services, Purchasing and a copy to Douglas Martin, Sheriff's Office.

**Attachments:**

N/A

**Authored by:**

Douglas A. Martin, CFO, Sheriff's Office, Ext. 4293

**cc:**