



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:** General Services  
**Department No.:** 063  
**For Agenda Of:** April 19, 2022  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Janette Pell, Director, General Services, 805-560-1011  
Director(s)  
Contact Info: Skip Grey, Assistant Director, General Services, 805-568-3083  
Erik Barker, Fleet Manager, General Services, 805-681-5573  
**SUBJECT: Request for Waiver of Competitive Bidding for Specified Vendors Providing  
Fleet Maintenance Parts and Supplies – All Districts**

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrent: Purchasing**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Authorize the County Purchasing Agent, Pursuant to County Code section 2-39, to procure vehicle parts for County fleet vehicles from three local vendors in the total amount of \$150,000 annually, without being required to conduct a formal bid process through June 30, 2025.
- b) Determine pursuant to CEQA Guidelines: 15378(b)(5) that the above action is not a project subject to the California Environmental Quality Act. It is an administrative activity of government that will not result in direct or indirect physical changes in the environment.

**Summary Text:** Pursuant to County Code section 2-39, the General Services' Fleet division is requesting that the Board of Supervisors waive the requirement for competitive bidding due to "limitation on source or supply" and the "necessary restriction in manufacturers". The recommended action will allow the General Services Fleet division to source Ford factory parts from local dealerships for the Fire and Sheriff first responder light duty vehicle fleet as well as other County vehicles through fiscal year 2024-2025.

In addition, it will allow the Fleet Division to provide quick turnaround services to County departments while cutting cost by sourcing from local dealerships.

**Background:**

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Anticipated Vendor  
Disbursements**

<b>Vendor</b>	<b>FY 2021-22</b>	<b>FY2022-23</b>	<b>FY2023-24</b>	<b>FY2024-25</b>
Santa Maria Ford	\$60,000	\$60,000	\$60,000	\$60,000
Perry Lincoln Ford	\$60,000	\$60,000	\$60,000	\$60,000
Jim Vreeland Ford	\$30,000	\$30,000	\$30,000	\$30,000
Total	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>

**Narrative:** The cost of all parts and services is budgeted within the Fleet Divisions approved ISF rate structure.

**Special Instructions:**

Provide a copy of the Minute order to Erik Barker, Fleet Division Manager

**Authored by:** Erik Barker