

**SANTA BARBARA
COUNTY
AGENDA BOARD
LETTER**



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

Agenda Number:
Prepared: **12/30/03**
Department: **Public Works**
Department No.: **054**
Agenda Date: **January 13, 2004**
Placement: **Administrative**
Estimated Time: **N/A**
Continued Item: **No**

TO: Board of Supervisors

FROM: Phillip M. Demery
Director of Public Works

I. STAFF
CONTACT: Bret Stewart, #568-3232
Traffic Section Manager

SUBJECT: BLANKET WAIVER OF BIDS. All Supervisorial Districts.

RECOMMENDATION: C.A. Recommendation: _____

That the Board of Supervisors:

- A) Issue an extension of a blanket waiver of bids allowing the Purchasing Agent to procure the following class of items without competitive bids on an as-needed basis:
Traffic signal parts and supplies used in the repair and construction of traffic signals.
- B) Make the waiver effective through December 31, 2006.

ALIGNMENT WITH BOARD STRATEGIC PLAN:

The recommendation is primarily aligned with Strategic Goal #1, an efficient government able to anticipate and respond effectively to the needs of the community, by reducing and containing costs through improving work processes, managing projects successfully by streamlining the contracting process, and maximizing the effective application of county resources; Goal #2, a safe and healthy community in which to live, work, and visit, by maintaining a high level of preventive activities and emergency preparedness; and Goal #4, a community that is economically vital and sustainable, by identifying future needs and funding sources for construction and maintenance of essential public infrastructure, and maximizing the life of existing infrastructure through preventive maintenance and repair.

EXECUTIVE SUMMARY & DISCUSSION:

The cost of constructing a traffic signal is estimated to be \$300,000. This estimate includes the purchase of traffic signal equipment that is purchased by the contractor through vendors normally used by the Public Works Department. Since 1994, the Traffic Section has purchased the signal equipment from several vendors and by doing so, it has realized a significant cost savings.

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This process of the procurement of equipment by the County in advance of the bid award helps to reduce the amount of time a contractor has to wait to begin construction.

The waiver of bids is requested for traffic signal parts and supplies because the prices of these items have exceeded the amount at which the Purchasing Agent without additional Board authority can waive bidding. The waiver is not for the use of sole source purchases but provides Public Works with the ability to continue to purchase equipment from all traffic signal vendors without the \$25,000 limit.

It is difficult to prepare any type of an overall bid because this equipment is unique; the County uses many different types and models, and each vendor carries different types of specific equipment used by the County.

Based on State Law and County Code sections adopted by your Board, the Purchasing Agent is required to go to formal bid for any item that may exceed \$25,000 in cost for any group of items from a single vendor. The blanket waiver will allow the Purchasing Agent to proceed legally, and without the delays associated with requiring waivers on a case-by-case basis, when the need arises. In any event, this process will allow Public Works to reduce the lead-time on intersection improvement.

Previously, your Board had approved this request for the years 2001 through 2003. The Public Works Department requests extension of this waiver for three years (2004-2006).

MANDATES & SERVICE LEVELS:

No mandates or service levels are affected by this action.

FACILITIES AND FISCAL IMPACT:

Public Works has demonstrated that significant savings in traffic signal construction and repairs to the County can be realized by procuring these materials as County Furnished.

SPECIAL INSTRUCTIONS:

Please provide one copy of the Minute Order for pick up to the attention of Kathleen Dowd, Public Works Department Traffic Section.

CONCURRENCES:

County Counsel
Purchasing Agent

c: PW Accounting
John McMillan