



# Napa County

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## Legislation Text

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**File #:** 23-0347, **Version:** 1

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**TO:** Board of Supervisors  
**FROM:** Jason Martin, Deputy Fire Chief  
**REPORT BY:** Stacie McCambridge, Staff Services Manager  
**SUBJECT:** Utility 28 Budget Transfer, Sole Source, Capital Asset, Surplus U28

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### **RECOMMENDATION**

Deputy Fire Chief requests the following actions regarding the lights, sirens and graphics of Utility 28 for the Chipping Program (4/5 vote required):

1. Approval of a Budget Transfer increasing appropriations by \$6,400, in the Fire Marshal's subdivision (2100001-55400), in the Fire Operations Subdivision (2100000-57900); offset by a decrease in the Fire Operations Subdivision (2100000-52520);
2. Establishment of capital assets in the amount of \$6,400 for the purchase of communication equipment (lights/sirens/radios), lettering/graphics for utility pickup truck being purchased for the Napa County Chipping Program;
3. Authorization to declare 2007 Ford F450 pickup (current Utility 28) as surplus and no longer required for public use; remove the item from inventory and dispose at public auction; and
4. Request waiver of competitive bidding requirements and sole source award for the installation of communication equipment from Wattco, Suisun, California for a total of \$3,600 and lettering/graphics from Napa Sign Shop, Napa, California for a total of \$2,800 pursuant to County Ordinance Code 2.36.090.

### **EXECUTIVE SUMMARY**

The Board of Supervisors, as part of the fiscal year 2022/2023 budget approval process, authorized the purchase of a new pickup truck, replacing the current Utility 28 used by the department's vegetation management fuels reduction project, or The Napa County Chipping Program. County Fire is now asking to secure vendors; Wattco and Napa Sign Shop with a waiver of competitive bidding requirements and sole source award for the installation of communication equipment and the lettering/ graphics. Approval will also establish these items as capital assets in the amount of \$6,400. Staff would also like to declare the current Utility 28

(2007 Ford F450 pickup), as surplus and no longer required for public use; remove the item from inventory and dispose at public auction.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Funds are available in the Fire Protection Budget Unit (2100).
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Wattco and the Napa Sign Shop are both local vendors. Other vendors would require extensive travel and would not be cost effective to the County.
Is the general fund affected?	No
Future fiscal impact:	The cost of maintenance, which would be supported by the Fire Protection Fund (2100).
Consequences if not approved:	Items will not be standardized, and distance travelling will be needed to have work completed.
County Strategic Plan pillar addressed:	Healthy, Safe, and Welcoming Place to Live, Work, and Visit

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by California Code of Regulations 15378 (State CEAQ Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

The Board of Supervisors, as part of the fiscal year 2022/2023 budget approval process, authorized the purchase of a new utility pickup listed on the Fixed Asset Schedule, at the cost of \$85,000, to replace the aging Utility 28 used as a tow vehicle within the Napa County Chipping Program. When requesting the pickup truck in the 2022/2023 budget, the communication equipment and lettering/graphics were not included in the original quote.

County Fire is now asking to secure vendors Wattco and Napa Sign with a waiver of competitive bidding requirements and sole source award for the installation of communication equipment and lettering/graphics. Approval will also establish these items as part of the original capital asset (pickup truck).

Wattco provides local highly specialized work on emergency vehicles. Not only Fire but the County Sheriff's Office uses this vendor as well for their emergency lights, sirens, and radio needs. There are no other facilities within one hundred miles that can perform the level of service need for these emergency vehicles. The cost to outfit communications to the new Utility 28 will be \$3,600.

Napa Sign Shop is the last local vehicle graphic company. County Fire has used other vendors in the past that

were in the County, but they have since closed their businesses. Napa Sign shop has completed work for the department in the past and currently has the department's logos and graphic templates on file. To set graphics on this vehicle the cost will total \$2,800.

The current Utility 28, a 2007 Ford F450, has reached the end of its useful life and will be sold at auction if approved today. California Code Section 25363 authorizes the Board of Supervisors, upon four-fifths vote, to sell at public auction and convey to the highest bidder for cash, any property belonging to the County and not required for public use. Fire intends to use JJ Kane Auction in Dixon.

In March of 2021, County Fire submitted for and was awarded the 2022 California Climate Investments Fire Prevention Grant for a maximum of \$938,285 for the term of March 15, 2022, through March 15, 2025, to provide funding for the Napa County Fuels Reduction Chipping Program. A portion of that grant was designated to reimbursing prevention equipment in the amount of \$227,225. The cost of the pickup truck was placed under this grant and will be fully reimbursed. Grant money will be awarded in arrears, for services rendered, and acceptable invoices submitted and approved by the grant program.