



Napa County

1195 THIRD STREET
SUITE 310
NAPA, CA 94559
www.countyofnapa.org

Main: (707) 253-4580

Legislation Text

File #: 21-693, **Version:** 1

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works

REPORT BY: Michael Parker - Supervising Staff Services Analyst

SUBJECT: Sole Source Award to Jimmy Vasser Toyota, Budget Transfer, and Revision of Capital Asset List

RECOMMENDATION

Director of Public Works and the County Executive Officer requests the following actions related to the purchase of a 2018 certified pre-owned Toyota Rav4 Hybrid:

1. A waiver of competitive bidding requirements and sole source award to Jimmy Vasser Toyota of Napa, CA, for the purchase of a 2018 certified pre-owned Toyota Rav4 Hybrid vehicle, pursuant to Napa County Code Section 2.36.090;
2. A Budget Transfer for the following (4/5 vote required):
 - a. Increase appropriation by \$29,300 in the County Executive Office budget (Fund: 1000, Sub-Division: 1020000) offset by a decrease of \$29,300 in the Appropriations for Contingency budget (Fund: 1000, Sub-Division: 1059000);
 - b. Increase appropriations by \$29,300 in the Vehicle Replacement budget (Fund 4100, Sub-Division 4102000), offset by an increase in revenue from the CEO budget in the amount of \$29,300 for the purchase of the 2018 Toyota Rav4 Hybrid; and
3. A revision of the Schedule of Approved Capital Assets in the Final Budget for Fiscal Year 2021-2022 in the amount of \$29,300 for the establishment of the 2018 Toyota Rav4 Hybrid.

EXECUTIVE SUMMARY

Today's requested action will allow a waiver of competitive bidding requirement and sole source award to Jimmy Vasser Toyota for the purchase of a 2018 certified pre-owned Toyota Rav4 Hybrid vehicle for use by the County's Concessions Manager - Lake Berryessa. Today's action will permit: a Budget Transfer to increase

appropriation in the County Executive Office budget by \$29,300 offset by a decrease of \$29,300 in the Appropriations for Contingency budget, and an increase in appropriations by \$29,300 in the Vehicle Replacement budget, offset by an increase in revenue from the CEO budget in the amount of \$29,300. Lastly, today's requested action will approve a revision of the Schedule of Approved Capital Assets for the Vehicle Replacement subdivision in the Final Budget for Fiscal Year 2021-2022 in the amount of \$29,300 for the establishment of the 2018 Toyota Rav4 Hybrid.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Where is it budgeted?	This item is not currently budgeted.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The County's Concessions Manager - Lake Berryessa needs a reliable safe vehicle to execute her responsibilities that require her to commute between downtown Napa and rural Lake Berryessa.
Is the general fund affected?	Yes
Future fiscal impact:	The vehicle will be budgeted for annually through the Fleet Management Cost Allocation and included in the Final Budget book.
Consequences if not approved:	The County's Concessions Manager will be required to use a less equipped vehicle when conducting business in rural Lake Berryessa.
County Strategic Plan pillar addressed:	Effective and Open Government

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The County's Concessions Manager - Lake Berryessa requires a dedicated, all wheel drive, permanent vehicle as business needs require her to commute frequently between the County Administrative Building located at 1195 3rd St. and rural Lake Berryessa in the eastern part of the County.

Today's requested action will allow a waiver of competitive bidding requirement and sole source award to Jimmy Vasser Toyota of Napa, CA, for the purchase of a 2018 certified pre-owned Toyota Rav4 Hybrid. Today's action will permit a Budget Transfer to increase appropriation in the County Executive Office budget offset by a decrease in the Appropriations for Contingency budget, and an increase in appropriations in the Vehicle Replacement budget, offset by an increase in revenue from the CEO budget. All increases and

decreases of the Budget Transfer will be an equal amount of \$29,300.

Lastly, today's requested action will approve a revision of the Schedule of Approved Capital Assets for the Vehicle Replacement subdivision in the Final Budget for Fiscal Year 2021-2022 in the amount of \$29,300 for the establishment of the 2018 Toyota Rav4 Hybrid.