

**Sierra County
Board of Supervisors'
Agenda Transmittal &
Record of Proceedings**

MEETING DATE: May 7, 2019	TYPE OF AGENDA ITEM: <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Timed <input type="checkbox"/> Consent
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DEPARTMENT: Planning APPROVING PARTY: Tim H. Beals PHONE NUMBER: 530-289-3251
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AGENDA ITEM: Approval for Department Manager to negotiate and complete the purchase of two used vehicles as approved in the final budget.

SUPPORTIVE DOCUMENTS ATTACHED: Memo Resolution Agreement Other
 The Board approved the purchase of two vehicles during the final budget process.

BACKGROUND INFORMATION:

FUNDING SOURCE:
GENERAL FUND IMPACT: General Fund Impact
OTHER FUND:
AMOUNT: \$ N/A

ARE ADDITIONAL PERSONNEL REQUIRED? <input type="checkbox"/> Yes, -- -- <input checked="" type="checkbox"/> No	IS THIS ITEM ALLOCATED IN THE BUDGET? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IS A BUDGET TRANSFER REQUIRED? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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SPACE BELOW FOR CLERK'S USE

BOARD ACTION: <input type="checkbox"/> Approved <input type="checkbox"/> Approved as amended <input type="checkbox"/> Adopted <input type="checkbox"/> Adopted as amended <input type="checkbox"/> Denied <input type="checkbox"/> Other <input type="checkbox"/> No Action Taken	<input type="checkbox"/> Set public hearing For: _____ <input type="checkbox"/> Direction to: _____ <input type="checkbox"/> Referred to: _____ <input type="checkbox"/> Continued to: _____ <input type="checkbox"/> Authorization given to: _____	Resolution 2019- _____ Agreement 2019- _____ Ordinance _____ Vote: Ayes: Noes: Abstain: Absent: <input type="checkbox"/> By Consensus
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COMMENTS:

CLERK TO THE BOARD _____	DATE _____
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Agenda Item: Purchasing Used Vehicles for Planning and Building Departments

Background:

The final budget for the Planning and Building Departments allocates \$20,000 each for a replacement vehicle to be purchased. The amount allocated confirms that used vehicles were to be purchased as one cannot find anything that is new and reliable with 4wd for the allocated amount. I have been reviewing rental car sales lots, dealerships, and other mass purchasing options through "sourcewell". Before any purchase is made, I want to be certain of any issues or procedures needed to be followed when purchasing a used vehicle. This is not a private party sale and is limited to either a dealer or a rental car sales opportunity (Enterprise, Hertz, Avis, Budget)

Unless otherwise noted, it is the plan to purchase two vehicles that are used, low mileage, relatively new, certified, and are within the established budget limit. I will use the same process used in previous used car purchases unless new or other required procedures are in place. This will involve a purchase order for the allocated \$20,000 for each vehicle that will be presented to the Auditor for payment. This will include California emissions, for wheel drive, air conditioning, automatic transmission, and beyond that, we cannot be too demanding with other options (example we look for cloth seats but the used vehicle may have leather) and colors (we look for white or neutral colors such as silver but used vehicle may come in green or other color) that may be part of the used vehicle purchase. The bottom line a good and reliable vehicle can be purchased used and save a lot as compared to shopping and seeking new vehicles, plus the allocated amount of \$20,000 per vehicle confirms confirmation that used vehicles would be the approach we would take.

Recommendation:

Authorize the Department Manager to negotiate and purchase two used vehicles and present invoice for payment to the County Auditor.