



SCOTT MINNIX
Director

County of Los Angeles
INTERNAL SERVICES DEPARTMENT

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"To enrich lives through effective and caring service"

June 12, 2018

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

21 June 12, 2018

CELIA ZAVALA
ACTING EXECUTIVE OFFICER

**AUTHORIZE THE COUNTY PURCHASING AGENT TO
PROCEED WITH THE ACQUISITION OF
MAINTENANCE EQUIPMENT
(ALL SUPERVISORIAL DISTRICTS - 3 VOTES)**

SUBJECT

This action authorizes the acquisition of maintenance equipment items for the Internal Services Department.

IT IS RECOMMENDED THAT THE BOARD:

Approve the acquisition of two maintenance equipment items each with a unit cost of \$250,000 or greater.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended action is to seek authorization to purchase two maintenance vehicles for the Internal Services Department (ISD) in accordance with the Clean Fuel – Sustainable Fleet Policy that the Board of Supervisors adopted on June 20, 2015. This Policy requires the County of Los Angeles departments to transition the County’s motor vehicle fleet to viable clean fuels, including hybrids and alternative fuel vehicles as approved by the California Air Resources Board and the South Coast Air Quality Management District. Specifically, the two new vehicles will be of compressed natural gas, which will replace the two antiquated diesel fuel maintenance vehicles. In addition, on October 16, 2001, the Board approved the County of Los Angeles Equipment Policy, which requires the Board’s approval prior to County departments purchasing of equipment with a unit cost of \$250,000 or greater. We are requesting Board approval to authorize

ISD to proceed with the acquisition of two maintenance vehicles as noted in the enclosure. These vehicles are essential to support ISD operations and will be used to perform specialized services; emergency response, craft maintenance call outs, support for projects and scheduled maintenance.

Implementation of Strategic Plan Goals

The County Strategic Plans directs the provision of Strategy II.3.5 Support a clean, flexible, and integrated multi-modal transportation system that improves mobility. The recommended actions will enable ISD to use and promote sustainable clean vehicle technologies across all vehicle classes in support of the Strategic Plan. Specifically, the new equipment will be of compressed natural gas that replaces the two antiquated diesel fuel maintenance equipment.

FISCAL IMPACT/FINANCING

The estimated cost of the two vehicles is \$892,000, see reference Attachment 1. Funding is included in ISD's Fiscal Year 2017-18 Capital Asset budget. There will be no impact to the County's General Fund.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On October 16, 2001, the Board of Supervisors adopted a policy, whereby County departments must obtain Board approval to purchase equipment with a unit cost of \$250,000 or greater prior to submitting their requisition for purchasing.

ENVIRONMENTAL DOCUMENTATION

In accordance with Section 15378 of the California Environmental Quality Act (CEQA) Guidelines, approval of the recommended action does not constitute a project, therefore it is not subject to the requirements of the CEQA.

CONTRACTING PROCESS

This is a commodity purchase under the statutory authority of the County Purchasing Agent. The purchase will be requisitioned through and accomplished by ISD in accordance with the County's purchasing policies and procedures.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of this request will enable ISD to replace outdated maintenance equipment and continue to provide critical maintenance services to County departments in a more environmental and efficient manner.

CONCLUSION

Please return three adopted copies of this letter to the Internal Services Department, Fleet Management Division.

Respectfully submitted,

A handwritten signature in blue ink that reads "Scott Minnix". The signature is written in a cursive, flowing style.

SCOTT MINNIX
Director

SM:JS:ME:jl

Enclosures

c: Executive Office, Board of Supervisors
County Counsel

ATTACHMENT 1

**INTERNAL SERVICES DEPARTMENT
FISCAL YEAR 2017-18 EQUIPMENT PURCHASES AT \$250,000 AND ABOVE**

ITEM NO.	DESCRIPTION	BUDGETED AMOUNT
1	18-Ton Boom Truck with 135 DGE (Diesel Gas Equivalent) Day Cab Chassis, Compressed Natural Gas (CNG)	\$433,500
2	23-Ton Boom Truck with 135 DGE (Diesel Gas Equivalent) new 6x4 Day Cab Chassis, Compressed Natural Gas (CNG)	\$458,500
Total		\$892,000