COUNTY OF LOS ANGELES

FIRE DEPARTMENT

1320 NORTH EASTERN AVENUE
LOS ANGELES, CALIFORNIA 90063-3294
(323) 881-2401

P. MICHAEL FREEMAN
FIRE CHIEF
FORESTER & FIRE WARDEN

October 10, 2006

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:

REQUEST TO AUTHORIZE THE ACQUISITION OF ONE PUBLIC INFORMATION VEHICLE (ALL DISTRICTS) (3 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD ACTING AS THE GOVERNING BODY OF THE CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY:

1. Approve the Consolidated Fire Protection District's (District) request and authorize the Purchasing Agent to proceed with the acquisition of one public information vehicle. This vehicle and the necessary equipment contained therein total approximately $625,000. This purchase exceeds the $250,000 fixed asset threshold established by your Board and requires your approval to move forward with the acquisition process.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

On May 2, 2006, your Board approved the solicitation and acquisition of one public information vehicle. At the time this request was submitted, the District estimated that the vehicle cost would be $385,000. Upon Board approval, the Purchasing Agent proceeded with the solicitation process for this vehicle. The lowest responsive bid was $625,000, which is $240,000 more than the amount previously approved by the Board. Therefore, prior to an issuance of a purchase order, we are requesting Board approval for the additional amount.

The acquisition of a public information vehicle would increase the District's ability to provide critical logistical and technological support required by public information staff to relay critical information to the public and media during large-scale emergency incidents.

Implementation of Strategic Plan Goals

This purchase supports the County's Strategic Goal #2 for Workforce Excellence, by enhancing the quality and productivity of the District's workforce.

FISCAL IMPACT/FINANCING:

The District's 2006-07 Adopted Budget includes sufficient funding in the Special Operations Budget Unit for the purchase of this vehicle. The District will request, through the local grant administrator, authorization to reallocate federal Homeland Security Grant funding included in the District's 2006-07 Budget to fund these purchases.

Maintenance costs will be funded within the District's existing budget. There is no impact on net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On October 16, 2001, your Board adopted a policy whereby departments must obtain Board approval to purchase or finance equipment with a unit cost of $250,000 or greater prior to submitting their requisitions to the Purchasing Agent.

CONTRACTING PROCESS:

This is a commodity purchase under the statutory authority of the Purchasing Agent. The purchase will be requisitioned through, and accomplished by the Purchasing Agent in accordance with the County's Purchasing Policies and Procedures, established by the Internal Services Department.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

Approval of the recommended action will provide the District's public information staff with a logistical and technological platform to effectively deliver critical information during large-scale incidents.

ENVIRONMENTAL DOCUMENTATION:

The acquisition of a public information vehicle is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 (b)(3) of the CEQA Guidelines because it can be seen with certainty that this acquisition will not have a significant effect on the environment.

CONCLUSION:

Upon approval by the Board of Supervisors, please instruct the Executive Officer to return three adopted copies of this letter to:

1. Los Angeles County Consolidated Fire Protection District
   Materials Management Division
   5801 S. Eastern Avenue, Suite 100
   Commerce, CA 90040
   Attention: James Ealey, Division Chief

2. Los Angeles County Consolidated Fire Protection District
   Financial Management Division
   5801 S. Eastern Avenue, Suite 130
   Commerce, CA 90040
   Attention: Helen E. Jo, Division Chief

3. Internal Services Department
   Purchasing Division
   1100 N. Eastern Avenue, Room 102
   Los Angeles, CA 90063
   Attention: Joe Sandoval, Division Manager

Respectfully submitted,

P. MICHAEL FREEMAN

PMF:gt

Attachment

c: Chief Administrative Office; County Counsel; Auditor-Controller; ISD