

FEATHER RIVER AIR QUALITY MANAGEMENT DISTRICT
MEMORANDUM
12/06/2021

TO: FRAQMD BOARD OF DIRECTORS

FROM: Christopher D. Brown AICP, APCO

SUBJECT: Authorize budget allocation transfer from account #725-9901-441-80-03 (Contingency Reserves) in the amount of \$40,000 to #725-9901-441-60-03 (Fixed Assets) to purchase a new vehicle.

RECOMMENDATION:

Authorize budget allocation transfer from account #725-9901-441-80-03 (Contingency Reserves) in the amount of \$40,000 to #725-9901-441-60-03 (Fixed Assets) to purchase a new vehicle.

ALTERNATIVES:

Do not authorize budget allocation transfer from account #725-9901-441-80-03 (Contingency Reserves) in the amount of \$40,000 to #725-9901-441-60-03 (Fixed Assets) to purchase a new vehicle. The District will now have four vehicles in the fleet.

BACKGROUND:

Due to heavy winds on October 24, 2021, a branch fell on the roof of one of the District's vehicles. The District insurance company, Special District Risk Management Authority (SDRMA), has deemed the vehicle a total loss and must be salvaged.

Due to this unanticipated and unbudgeted expenditure, the District will need to utilize Contingency Reserves to cover the purchase of a new vehicle. Once the funds have been transferred, the District will procure another small four-wheeled drive SUV similar to the original Ford Escape utilizing the state bid process as outlined below from the District's Purchasing Policy:

Existing Government Contract

- 1) Informal and formal bidding procedures are not required for material and equipment and services obtainable:
 - b) From any private vendor which has an agreement or contract with another public agency and such private vendor produces satisfactory documentation that:
 - i) Such other contract is currently then in effect, and
 - ii) Such agreement or contract was let through a competitive process, such as competitive written bids, request for proposals, informal quotations or competitive evaluations such as the California Multiple Award Schedule (CMAS) and US Government Services Agency (GSA) for such items, and
 - iii) Such items to be acquired by the District are of comparable description and quality as the items described in such other governmental contract, and
 - iv) The price of such items to be acquired by the District is not greater than that specified in such other governmental contract.

FISCAL IMPACT:

As of October 31, 2021, the District has \$2,419,187 in Contingency Reserves.