

DEPARTMENT: Public Works

By: Bruce A. Atkinson

Phone: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

The Public Works Department requests that the Board of Supervisors, in accordance with Section 3.08.070 of Mariposa County Code, make the following finding and direct the following:

Whereas use of the formal bid process for any item in excess of \$3,000 takes approximately six (6) weeks, and forces vendors to guarantee a price for that entire time period; and

Whereas the Public Works Department has already conducted an informal solicitation of prices from various technical suppliers within the northern California service area; and

Whereas use of formal bidding will delay implementation and use of our automated Engineering-Drafting workstation, and thus delay completion of many pending projects.

Therefore the Board of Supervisors finds that formal competitive bidding would not be in the public interest for the purchase of technical computer components; and

The Board of Supervisors hereby directs the Director of Public Works to make the recommended purchase from the open market at the lowest available price.

JUSTIFICATION:

In accordance with County Code, Departments must go out to bid for any purchases that exceed \$3000. However, there are many cases where the bidding process will create more problems than it solves. Computer prices vary tremendously from vendor to vendor, and from week to week. If we force a vendor to commit to a price, weeks before an anticipated purchase, it is probable that the quoted price will be higher than the available price, at purchase time. When technical items are purchased, this situation can become exaggerated to the point where prices are beyond budgeted amounts. This department has already conducted an informal solicitation of quotes from the various technical vendors within the service area of the state (for this type of equipment), and have received written bids from nine vendors, including one local vendor.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

In October 1990 the Board allowed the Public Works Department to use an informal process for the purchase of computers and appurtenances. This authority allowed our department to purchase the budgeted equipment at great savings to the County.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. Take no action and continue with present purchasing procedures. This would result in increased direct and indirect costs onto this purchase and delay implementation of our AUTOCAD workstation.

COSTS: () Not Applicable
A. Budgeted current F.Y. \$ 7000.00
B. Total anticipated costs \$ 6000.00
C. Required Add'l. Funding \$ 0
D. Source: Road Division:
Acquisition of Equipment Budget.

SOURCE: () 4/5ths Vote Required
A. Other budgeted funds \$
B. Unanticipated revenues \$
C. Reserve for contingencies \$
D. Description:
Balance in Reserve for contingencies,
if approved: \$

CLERK'S USE ONLY

Res. No.: 91-444
Ord. No.:
Vote - Ayes: 5 Noes:
Absent: Abstained:
WWS Approved () Denied
() Minute Order Attached

The foregoing instrument is a correct copy of the original on file in this office.

Date:
ATTEST: MARGIE WILLIAMS
Clerk of the Board of Supervisors
County of Mariposa, State of CA
By: Deputy

SPECIAL INSTRUCTIONS:

List the attachments and number the pages consecutively:

List of bid prices

ADMINISTRATIVE OFFICER'S

RECOMMENDATION:

This item on agenda as:

Recommended
 Not Recommended
 For Policy Determination
 Submitted with Comment
 Returned for Further Action

Comment: _____

A.O. Initials: 