



**Contra  
Costa  
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: May 10, 2016

Subject: Authorize Purchasing Agent to Issue Purchase Order

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Employment and Human Services Department, Children and Family Services, a purchase order with Downtown Ford Sales, of Sacramento in an amount not to exceed \$270,000, to procure nine vehicles over the period April 15, 2016 through June 30, 2016. (10% County; 45% State; 45% Federal)

**FISCAL IMPACT:**

\$270,000: 100% Administration Overhead (10% County; 45% State; 45% Federal)

**BACKGROUND:**

Access to available cars is a necessary function in Employment and Human Services Department, Children and Family Services, where compliance to the regulations of the Child Welfare System requires a variety of Social Worker interactions with children and families. Additional cars are being requested as there are safety and personal damage issues when Social Workers use their own personal cars for client transport; this can occur especially at initial intervention with families.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **05/10/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor

Candace Andersen, District II  
Supervisor

Mary N. Piepho, District III  
Supervisor

Karen Mitchoff, District IV  
Supervisor

Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: May 10, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Chris Heck, Deputy

Contact: V. Kaplan, 3-1514

cc:

These additional

BACKGROUND: (CONT'D)

vehicles are needed by EHSD's Children and Family Services Social Workers in order to adequately meet the growing need for social services to EHSD's customers including movement/placement of children and families and their personal possessions.

The nine vehicles will consist of four hybrid Ford Fusion sedans in keeping with the County's "clean air" policies. The other five vehicles will consist of four Ford Escape SUV's and one Transit Connect passenger vehicle. These larger vehicles are not available in a hybrid version.

An appropriation adjustment will be submitted to the Board to allow Public Works/Fleet to procure vehicles and add same vehicles to Internal Service Fund (ISF).

CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department, Children and Family Services Social Workers will not adequately meet the growing need for social services to EHSD's customers.

CHILDREN'S IMPACT STATEMENT:

None.