



**Contra  
Costa  
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: May 23, 2017

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 (EHSD), a purchase order with Downtown Ford Sales in an amount not to exceed \$320,000 to procure ten (10) new vehicles for EHSD's fleet to replace ten (10) non-internal service fund vehicles that have exceeded 90,000 miles.

**FISCAL IMPACT:**

\$320,000: 100% County

**BACKGROUND:**

Access to reliable cars is a necessary function for the Employment and Human Services Department's (EHSD) Social Workers where compliance to regulations and diligence in service to the Child Welfare System and Aging and Adult Services sectors of our community require a variety of Social Worker interaction with children, aging adults, and their respective families and caregivers. Newer vehicles, on average, are more reliable and require less time being repaired. In addition, there are safety and personal damage issues when Social Workers use their own personal cars for client transport or home visits,

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **05/23/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, 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 23, 2017

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

By: Rolanda Hartfield, Deputy

Contact: Elaine Burres,  
313-1717

cc:

especially at initial intervention with families.

Nine of the ten new vehicles requested

BACKGROUND: (CONT'D)

by EHSD are to replace vehicles that are over 90,000 miles, most of which are at or close to ten years old. The tenth vehicle is requested to supplement the EHSD aging fleet.

The ten new vehicles requested are all hybrid Ford Fusion sedans in keeping with the County's "clean air" policies. The sedans are needed to comfortably accommodate social workers and customers.

EHSD will be submitting an appropriation adjustment for the purchase of these ten vehicles.

CONSEQUENCE OF NEGATIVE ACTION:

Employment and Human Services would not be able to safely meet growing County needs with an aging fleet of cars.