Contra Costa County

To: Contra Costa County Fire Protection District Board of Directors

From: Jeff Carman, Chief, Contra Costa County Fire Protection District

Date: September 12, 2017

Subject: Purchase Order Amendment

### **RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Fire Chief, a purchase order amendment with William E. Munson Company, to increase the payment limit by \$6,000 to a new payment limit of \$506,000, for the purchase of a 32-foot fire boat for the Contra Costa County Fire Protection District's Maritime Response Team.

### **FISCAL IMPACT:**

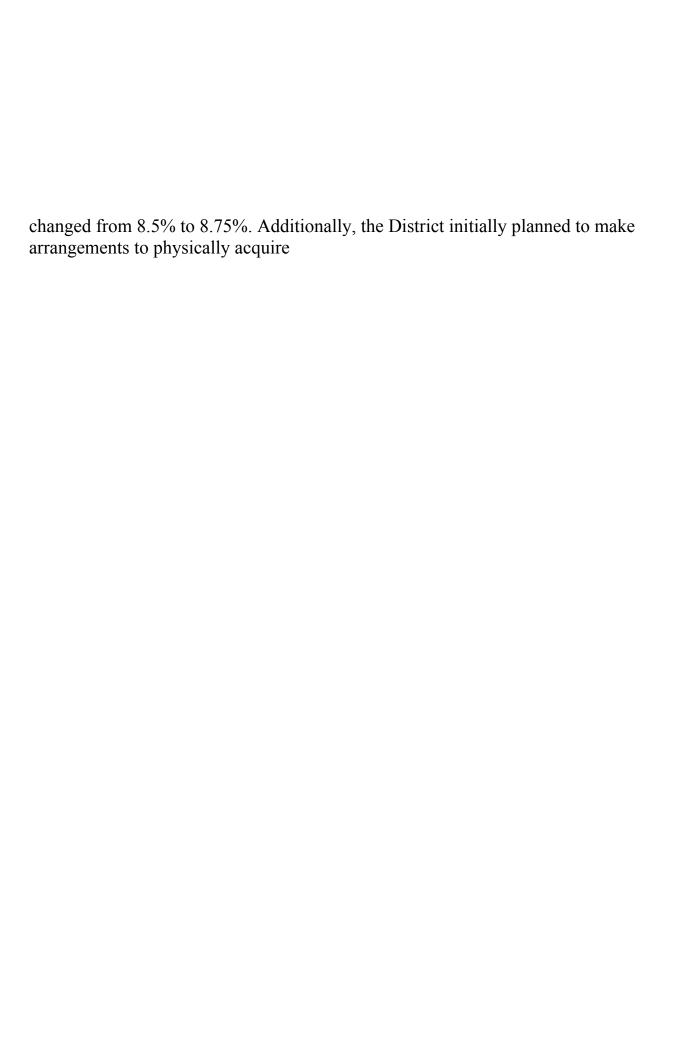
100% Special District Revenue

#### **BACKGROUND:**

On October 25, 2016, the Fire Board of Directors authorized the execution of a purchase order in an amount not to exceed \$500,000 for the acquisition of a 32-foot fire boat for the Contra Costa County Fire Protection District Maritime Response Team.

The original quote for the boat, including sales tax at 8.5%, was under \$500,000. Subsequent specification changes increased the quoted price, but the overall cost of the project was still under \$500,000. However, between the time the purchase order was executed and the District was invoiced for the boat (after delivery), the sales tax rate

<ul><li>✓ APPROVE</li><li>✓ RECOMMENDATION OF CNTY</li><li>ADMINISTRATOR</li></ul>		OTHER	
		RECOMMENDATION OF BOARD COMMITTEE	
Action of Board On: <b>09/12/20</b> Clerks Notes: <b>VOTE OF SUPERVISORS</b>	017 ✓ APPROVED	AS RECOMMENDED	
AYE: John Gioia, Director Candace Andersen, Director Diane Burgis, Director Karen Mitchoff, Director Federal D. Glover, Director	minutes of the Board of Su ATTESTED: Sept	a true and correct copy of an action taken and entered on the pervisors on the date shown.  ember 12, 2017  Administrator and Clerk of the Board of	
Contact: Jeff Carman (925) 941-3500	By: June McHuen, I	Deputy	



# BACKGROUND: (CONT'D)

the boat but later decided to have the vendor deliver it.

These changes resulted in a final invoice that was approximately \$6,000 over the initial authorized amount of \$500,000. The Auditor-Controller requires an amended purchase order and a new Board order to process the payment for the amount in excess of \$500,000.

# **CONSEQUENCE OF NEGATIVE ACTION:**

The District will not be able to pay the vendor the balance due on the fire boat.