



Legislation Text

File #: 19-688, Version: 1

MEMORANDUM

TO: Board of Supervisors
FROM: Gail Woodworth, Director of Child Support Services
DATE: July 9, 2019

SUBJECT: Consideration of A) Waiving the formal bidding process as it would produce no economic benefit to the County, B) Authorizing the Public Services Director to issue a Purchase Order for a backup generator for the Child Support Services Office located at 3980 Gard Street, Kelseyville, CA and C) Approving a Budget Transfer in Budget Unit 2112, Child Support Services to Object Code 62-74 to purchase and install a backup generator in the amount of \$85,000

EXECUTIVE SUMMARY: The Department of Child Support Services requests your approval for the purchase of a backup generator for our office located at 3980 Gard Street, Kelseyville. Both the State and Federal governments fund this department and the State of California has confirmed that this purchase would be categorized as a claimable expense. In addition, this department has sufficient funding to purchase and install a backup generator.

PG&E has informed the county that there is the potential for power to be shut off for extended periods. Should this occur there are a number of negative effects this would have on the Department.

1. The loss of collections through the Kiosk located in our lobby which brings in \$12,000-\$15,000 per month, most of which goes to families in our county.
2. Non-Custodial parents who don't pay their child support timely would automatically be submitted for license suspension and negative credit reporting.
3. We could be found out of compliance, which could cause audit findings with possible financial results.
4. If we do not spend our money, it goes back to the State which means our county loses out on money being spent within the county.
5. It is not good customer service to the families with cases in the Department.

On a positive note, we have space to house up to 10 county employees in our office to help with departments that do not have power.

Thank you for your consideration.

FISCAL IMPACT: None Budgeted Non-Budgeted

Estimated Cost: \$85,000

Amount Budgeted:

Additional Requested:

Annual Cost (if planned for future years):

FISCAL IMPACT (Narrative):

STAFFING IMPACT (if applicable):

RECOMMENDED ACTION: Staff recommends consideration of:

- A) Waiving the formal bid process as it would produce no economic benefit to the County.
- B) Authorize Public Services Director to issue a Purchase Order for a backup generator for the Child Support Services Office located at 3980 Gard Street, Kelseyville, CA.
- C) Approving a Budget Transfer in Budget Unit 2112, Child Support Services to Object Code 62-74 to purchase and install a backup generator in the amount of \$85,000.