



COUNTY OF LAKE

255 North Forbes Street
Lakeport, CA 95453

Legislation Text

File #: 20-874, Version: 1

Memorandum

Date: September 22, 2020

To: The Honorable Moke Simon, Chair, Lake County Board of Supervisors

From: Jan Coppinger, Special Districts Administrator
Jesus Salmeron, Special Districts Deputy Administrator

Subject: (a) Adopt Resolution revising the Fiscal Year 2020-2021 Adopted Budget of the County of Lake by cancelling reserves in Fund 295 Special Districts Administration Equipment, in the amount of \$30,000 to make appropriations in Budget Unit 8695, Object Code 786.62-74; (b) Authorize the Special Districts Administrator / Assistant Purchasing Agent to issue a Purchase Order not to exceed \$30,000 to Industrial Electrical Company for the Purchase of a 15 KW Generator for the Special Districts Administration Building.

Executive Summary:

Special Districts Administration is requesting the purchase of a 15 KW generator with an anticipated cost of \$30,000 that can be used at the Special District Administration office which suffered from power outages during last year's PSPS's. The Special Districts Administration office is without a generator and with the PG&E PSPS approaching, a generator is needed to ensure continual office service/support with our utility customers, our field staff, other county departments and vendors. The generator will provide sufficient power to run the administration office in the event of a PG&E public safety power shutoff.

Attached for your review is a Resolution cancelling Fund 295 Special Districts Administration, Equipment Reserve Designation in the amount of \$30,000. The amount would be appropriated to Fund 295 Object Code 786.62-74 Fixed Assets-Equipment / Other.

The District requests your Board's approval of the purchase to ensure no interruption of service during a loss of power, which is anticipated by the PG&E PSPS fire prevention policies and procedures.

If not budgeted, fill in the blanks below only:

Estimated Cost: \$30,000 Amount Budgeted: \$30,000 Additional Requested: 0 Future Annual Cost: 0

Consistency with Vision 2028 and/or Fiscal Crisis Management Plan (check all that apply):

☐ Not applicable

- | | | | |
|---|---|--|---|
| <input checked="" type="checkbox"/> Well-being of Residents | <input checked="" type="checkbox"/> Public Safety | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> <i>Technology Upgrades</i> |
| <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Disaster Recovery | <input type="checkbox"/> County Workforce | <input type="checkbox"/> <i>Revenue Generation</i> |
| <input type="checkbox"/> Community Collaboration | <input checked="" type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake | <input type="checkbox"/> <i>Cost Savings</i> |

If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:

Which exemption is being requested? N/A

How long has Agreement been in place? N/A

When was purchase last rebid? N/A

Reason for request to waive bid? N/A

Recommended Action:

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(b) Authorize the Special Districts Administrator / Assistant Purchasing Agent to issue a Purchase Order not to exceed \$30,000 to Industrial Electrical Company for the Purchase of a 15 KW Generator for the Special Districts Administration Building.