

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 10, 2025

FROM

SHANNON D. DICUS, Sheriff/Coroner/Public Administrator

SUBJECT

Purchase Order for Inmate Security Transportation Vehicle

RECOMMENDATION(S)

1. Approve Quote, including a non-standard term (**Agreement No. 25-431**), from Motor Coach Industries for one D4020 Inmate Security Transportation Vehicle, in an amount of \$1,078,668.
2. Authorize the Purchasing Agent to issue a non-competitive Purchase Order, including a non-standard term, to Motor Coach Industries for one D4020 Inmate Security Transportation Vehicle, in an amount of \$1,078,668.
3. Authorize the Purchasing Agent to execute change orders to the Purchase Order with Motor Coach Industries, as specified in Recommendation No. 2, as long as the total aggregate amount of such change orders does not exceed \$121,882 or 15% of the D4020 Inmate Security Transportation Vehicle, not including taxes or additional costs associated with the purchase, and the change orders do not amend the Purchase Order terms.

(Presenter: Carolina Mendoza, Chief Deputy Director 387-3760)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item may result in the use of additional Discretionary General Funding (Net County Cost). The total estimated purchase price of \$1,078,668 for the Inmate Security Transportation Vehicle (ISTV) includes a base amount of \$875,532, plus \$203,136 (or 25%), not including taxes, for additional costs, duties, or price adjustments resulting from regulatory changes, changes of law, or future or recently imposed tariffs on imported goods. Because the ISTV is manufactured in Canada, the final cost of the ISTV will be determined at the time a delivery date is scheduled and the tariff and any other charges are known. The ISTV will be funded by the previously approved allocation from the County Asset Replacement Reserve (\$800,000), the deletion of four Detention Vehicles (\$220,000) and savings from other vehicle purchases (\$58,668), resulting in no net impact to the budget.

BACKGROUND INFORMATION

The Sheriff/Coroner/Public Administrator (Department) is requesting a non-competitive procurement with Motor Coach Industries (MCI) in order to maintain a standardized fleet of jail buses. The Department strives to replace ISTVs when they reach the one-million-mile mark. The Department has worked to standardize its fleet of ISTVs and has found that MCI's buses

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are reasonably priced and meet the Department's specifications and needs for reliable short- and long-distance prisoner transportation.

The advantages of having a standardized fleet from MCI include providing the drivers a more predictable operating environment with familiar controls and handling capabilities, which increases safety while the buses are in operation. The Department also saves time and money on maintenance because mechanics and motor pool personnel can predictably assess common maintenance issues without additional training and take advantage of interchangeable parts and equipment. MCI ISTVs are also currently used by San Diego County, Riverside County, Orange County, Los Angeles County, and the California Department of Corrections.

Security and reliability are the Department's highest priorities for bus design and the MCI ISTV has been specifically designed according to the Department's requirements and specifications. The MCI ISTV's design features, maintenance record, reasonable price, and long life have made it a consistent replacement choice.

The quote provided by MCI, as listed in Recommendation No. 1, includes a term that differs from the standard County contract language as follows:

1. Payment terms are Net 60 for the base price (\$875,532) of the ISTV, but for charges above the base price, such as additional costs, duties, or price adjustments resulting from regulatory changes, changes of law, or future or recently imposed tariffs on imported goods, payment terms are Net 15, beginning from the date the additional charges invoice is presented to the Department.
 - (c) County standard payment terms are Net 60 days with no interest or late payment penalties.
 - (d) Potential Impact: County standard invoice processing time is 60 days or more. Failure to pay the additional costs invoice within 15 days may result in a material breach of MCI's terms and allow MCI to delay production of the ISTV or terminate the Purchase Order and seek additional legal remedies including, but not limited to, charging the County the costs of collections and attorney fees, which could exceed the Purchase Order amount.

While this is a notable exception to the County standard contract language, the Department recommends approval of this Item to allow the purchase of the ISTV as a replacement of other aging buses that are costly to maintain and repair due to high mileage. Approval of Recommendation No. 3 will authorize the Purchasing Agent to issue change orders to the Purchase Order issued for the ISTV based on the presently unknown additional charges, including the expected tariff on imported products.

PROCUREMENT

The last five purchases of an ISTV have been awarded to MCI as result of the Invitations to Bid released from 2019 to 2024, listing the Department's specifications for an ISTV and in which MCI was the only vendor that submitted a bid. Purchasing concurs with the non-competitive justification as the functionality of the bus provides a predictable operating environment with familiar controls and handling capabilities.

County Policy No. 11-04 requires County departments to seek Board of Supervisors' approval for non-competitive purchases in excess of \$200,000.

REVIEW BY OTHERS

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This item has been reviewed by County Counsel (Grace B. Parsons, Deputy County Counsel, 387-5455) on April 28, 2025; Purchasing (Jason Cloninger, Lead Buyer, 387-0321) on April 29, 2025; Finance (Erika Rodarte, Administrative Analyst, 387-4919) on May 21, 2025; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on May 21, 2025.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 10, 2025



cc: Sheriff - Mendoza w/agree
Contractor - c/o Sheriff w/agree
File - w/agree
MBA 06/24/2025