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

June 13, 2023

FROM

JOSHUA DUGAS, Director, Department of Public Health

SUBJECT

Purchase of a Mobile Veterinary Clinic from LaBoit Specialty Vehicles

RECOMMENDATION(S)

- 1. Approve the one-time purchase of a Mobile Veterinary Clinic, an unbudgeted fixed asset, in the amount of \$481,508 to provide veterinary support to San Bernardino County owned and operated animal shelters as well as select services to the community.
- 2. Authorize the Purchasing Agent to issue a Purchase Order to LaBoit Specialty Vehicles, Inc. in the amount of \$481,508 to build the Mobile Veterinary Clinic.
- 3. Authorize the Auditor-Controller/Treasurer/Tax Collector to adjust the Department of Public Health's 2022-23 budget in the amount \$481,508, as indicated in the Financial Impact Section (Four votes required).

(Presenter: Joshua Dugas, Director, 387-9146)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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

FINANCIAL IMPACT

Approval of this item will result in the use of additional Discretionary General Funding (Net County Cost). The Department of Public Health (DPH) requests additional Discretionary General Funding in the amount of \$481,508 to fund the purchase of a Mobile Veterinary Clinic from LaBoit Specialty Vehicles, Inc. This item authorizes the Auditor-Controller/Tax Collector to post adjustments to DPH's 2022-23 budget as follows:

Funds Center	Commitment Item/GL Account	Description	Action	Amount
9300001000	54504050	Vehicles	Increase	\$481,508
1280001000	56006000	Contingencies	Decrease	(\$481,508)

In addition to the cost to build the Mobile Veterinary Clinic, DPH will incur operational costs including a vehicle wrap identifying this as a DPH vehicle, computers and software, medical devices (i.e., laboratory equipment, surgical trays, and instruments); medications; and consumables (i.e., gloves, gowns, sutures, syringes, etc.). Budget adjustments for operational costs are not requested at this time but will be included on a future item presented to the Board of Supervisors for approval.

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BACKGROUND INFORMATION

The implementation of a Mobile Veterinary Clinic will allow DPH to expand the provision of onsite veterinary services to San Bernardino County (County) owned and operated animal shelters as well as provide select services such as pet vaccinations and sterilizations to the community. The Mobile Veterinary Clinic can be deployed in multiple locations throughout the county to offer veterinary services and expand the Animal Care Division's community outreach efforts. It is envisioned that the Mobile Veterinary Clinic will be deployed to assist pets in areas impacted by disasters and provide veterinary medical support involving animals who are victims of animal abuse or neglect. The Mobile Veterinary Clinic will be equipped with, but not limited to, surgical stations, cages, medical and non-medical lighting, electricity, and plumbing. A recruitment for a state licensed veterinarian to provide Mobile Veterinary Clinic services is currently in development by DPH in collaboration with County Human Resources.

Approval of the purchase will provide for the safety, health, and social service needs of County residents by keeping pets healthy and controlling the pet population.

PROCUREMENT

On November 18, 2022, DPH released an Invitation to Bid (ITB) (No. DPHE2-ACC-4801) via the County Electronic Procurement Network (ePro). DPH utilized the ITB process to solicit vendors for the purchase of a specialized mobile veterinary clinic. The ITB process resulted in the receipt of one bid from LaBoit Specialty Vehicles, Inc.

County Policy 11-04 requires Board of Supervisors approval for purchases of unbudgeted fixed assets of \$10,000 or over. DPH evaluated the proposal and quote received from LaBoit Specialty Vehicles, Inc., and found that it will be suitable according to predetermined specifications listed on the ITB.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Daniel Pasek, Deputy County Counsel, 387-5455) on May 16, 2023; Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Deputy Chief Controller, 387-5669) on May 22, 2023; Purchasing (Leo Gomez, Purchasing Manager, 387-2063) May 23, 2023; Finance (Paul Garcia, Administrative Analyst, 386-8392) on May 22, 2023; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on May 25, 2023.

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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

DATED: June 13, 2023



File - Public Health CC:

JM 06/14/2023