

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

June 13, 2023

FROM

MARK MCCULLOUGH, Director, Fleet Management

SUBJECT

Contract with SunWest Engineering Constructors, Inc. for Fuel Tank Testing, Maintenance, and Repair

RECOMMENDATION(S)

Approve **Contract No. 23-523** with SunWest Engineering to provide fuel tank testing, maintenance, and repair services of the Fleet Management Department's 63 fuel sites in an amount not-to-exceed \$2,100,000 for a period of July 1, 2023, through June 30, 2028.
(Presenter: Mark McCullough, Director, 387-7870)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

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

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). Fleet Management Department (Fleet) is an internal service fund, and its operational costs are financed through Board of Supervisors (Board) approved rates charged to other County departments, Board Governed Special Districts, and other agencies. Sufficient appropriation for the \$2,100,000, \$420,000 annually over five years, will be included in Fleet's 2023-24 recommended budget and in future recommended budgets.

BACKGROUND INFORMATION

Fleet is responsible for the repairs and maintenance of the County's 111 fuel tanks located at 63 fuel sites throughout the county. Regulatory requirements mandate the testing of all fuel tanks on a monthly, yearly, or triannual basis. When warranted, repairs are made to fuel tanks and dispenser equipment components, such as damaged or worn hoses, nozzles, or pump replacements.

Fleet is also mandated by the California Air Resources Board (CARB), Community Unified Program Agency, and governing fire agency to use third party vendors to provide the testing and fuel site maintenance. Repairs must comply with the most recent CARB Executive Order updates for Air Quality Management District permitted tanks, which regulates all fuel tanks within the State of California. Repairs are required to be completed as soon as practicable or immediately if warranted. If repairs are not performed or if performed improperly, the fuel site can be closed.

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PROCUREMENT

On April 14, 2023, the County Administrative Office authorized the release of the Request for Proposals (RFP No. VHS123-CFMAI-4954) to solicit proposals from qualified vendors to provide fuel tank testing, maintenance, and repair services. The RFP was released on the County's Electronic Procurement Network (ePro) website and registered vendors were contacted via email notifications.

The following four responses were received by the submission deadline:

Vendor	City/State	Testing Costs
Fleming Environmental, Inc.	Fullerton, CA	\$2,410,598
SunWest Engineering Constructors, Inc.	Corona, CA	\$503,263
TAIT Engineering	Santa Ana, CA	\$2,530,143
Tank Specialists of California	Temecula, CA	\$1,599,498

An evaluation committee consisting of three representatives from Fleet and one from the Purchasing Department reviewed the proposals. Based on proposal details, competitive pricing, and experience in providing fuel tank testing, maintenance, and repair services, the committee recommended SunWest Engineering Constructors, Inc. for the services. The vendors not selected were notified of the recommended award and the ability to submit a formal written protest and/or appeal. No protests were received.

Fleet is recommending a five-year contract with SunWest Engineering Constructors, Inc. to provide fuel testing, maintenance, and repair services for the period of July 1, 2023, through June 30, 2028. The contract provides for termination upon 30-days' advance written notice.

REVIEW BY OTHERS

This item has been reviewed by Purchasing (Peter Geriguis, Lead Buyer, 387-2573) on April 27, 2023; County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on May 1, 2023; Finance (Penelope Chang, Administrative Analyst III, 387-4886) on May 1, 2023; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on May 15, 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

BY 
DATED: June 13, 2023



cc: Fleet Mgmt. - Mccullough w/ agree
Contractor c/o Fleet Mgmt. w/ agree
File w/ agree

JLL 06/28/2023