

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

June 25, 2024

**FROM**

**MARK MCCULLOUGH, Director, Fleet Management**

**SUBJECT**

Purchase Orders with Westrux International for Equipment Services and Parts

**RECOMMENDATION(S)**

Authorize the Purchasing Agent to issue blanket purchase orders with Westrux International in the aggregate not-to-exceed amount of \$2,600,000 over a five-year period beginning June 25, 2024, through June 24, 2029.

(Presenter: Mark McCullough, Director, 387-7870)

**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 will not result in the use of Discretionary General Funding (Net County Cost). The Fleet Management Department (Fleet) is an internal service fund, and its operational costs are financed through the Board of Supervisors (Board) approved rates charged to customers. The purchase orders issued during June 25, 2024, through June 24, 2029, will have an aggregated not-to-exceed amount of \$2,600,000 over five years. Sufficient appropriation has been included in Fleet's 2023-24 budget (791 4064) and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

Westrux International (Westrux) provides International brand trucks, original parts, assemblies, and factory-authorized warranty services on these trucks. Westrux is the only authorized distributor of these International brand products in the immediate area. Since 2017, the number of International brand trucks in the County's fleet inventory has increased by 24 vehicles with a total of 89 vehicles currently active.

On June 13, 2017 (Item No. 49), the Board approved a non-competitive, five-year Purchase Order with Westrux for equipment services and International Truck replacement parts, in the total amount of \$750,000, from July 1, 2017, to June 30, 2022. After this five-year term ended, the Purchasing Department (Purchasing) approved one-year purchase orders in the amount of \$199,000 in 2022-23 and 2023-24.

Due to inflation, increased prices, and the aging of inventory, annual expenditures for Westrux parts and equipment services have increased in recent years. Historically, costs have been approximately \$200,000 per year. As of April 2024, Fleet has spent \$188,421.43 on parts and

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services with Westrux and anticipates exceeding the purchasing authority prior to July 1, 2024. Fleet is projecting over \$400,000 per year for current and future fiscal years and requests purchasing authority for a new five-year term.

Approval of the recommendation will authorize the Purchasing Agent to issue non-competitive purchase orders with Westrux in the aggregate not-to-exceed amount of \$2,600,000 for the period of June 25, 2024 through June 24, 2029.

**PROCUREMENT**

Purchasing concurs with the non-competitive justification since Westrux is the only authorized distributor for equipment services and International Truck replacement parts. County Policy 11-04 requires departments to obtain Board approval for non-competitive commodities or services more than \$200,000 annually.

**REVIEW BY OTHERS**

This item has been reviewed by Fleet Management (Melanie Eustice, Administrative Supervisor, 387-7849) on April 22, 2024; Purchasing (Lisa Zhu, Lead Buyer III, 387-7849) on May 28, 2024; County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on May 24, 2024; Finance (Penelope Chang, Administrative Analyst, 387-5423) on May 31, 2024; County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on June 5, 2024.

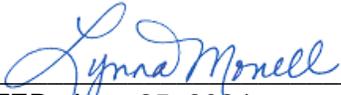
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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: June 25, 2024



cc: File - Fleet Management

JM 07/9/2024