

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

November 16, 2021

FROM

SHANNON D. DICUS, Sheriff/Coroner/Public Administrator

SUBJECT

Amendment to Contracts for Aircraft Maintenance and Repair Services

RECOMMENDATION(S)

Authorize the Purchasing Agent to add Executive Jet Maintenance, LLC to the list of aircraft maintenance and repair service vendors for Contract No. 4400009034, increasing the number of vendors from 19 to 20, with no change to the total aggregate contract amount of \$17,500,000, or the contract period of July 1, 2018 through June 30, 2023.

(Presenter: John Ades, Deputy Chief, 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 will not result in the use of Discretionary General Funding (Net County Cost). Annual allocation of \$3.5 million to fund aircraft maintenance and repair services has been included in the Sheriff/Coroner/Public Administrator's (Department) budget since 2018-19. Appropriation of \$1,741,800 is included in the 2021-22 budget (4430001000), with the remaining appropriation of \$1,758,200 to be funded with Federal Asset Forfeiture revenue, which will be included in a 2021-22 quarterly countywide budget report presented to the Board of Supervisors (Board) for approval, if necessary. The department has spent approximately \$4,110,467 during the contract period for aircraft maintenance and repair services. As these funds are not encumbered, the department re-establishes budget authority of \$3.5 million each year to provide sufficient funding should a repair exceeding \$1.0 million occur. The inclusion of Executive Jet Maintenance, LLC (Executive Jet) as an approved aircraft maintenance and repair service provider will not require any additional appropriation; annual appropriation will be redistributed amongst the 20 vendors. Appropriation of \$3.5 million will be included in the 2022-23 recommended budget.

BACKGROUND INFORMATION

The Department maintains a fleet of various aircraft for patrol, surveillance, search and rescue, firefighting, and transportation services. These aircrafts require routine and emergency maintenance, and periodic engine overhauls to meet Federal Aviation Administration (FAA) safety and operational standards. Although the Department's Aviation Division employs Aviation Mechanics to service the air fleet, it is currently experiencing a staffing shortage and is unable to sustain the current workload. Typically, these mechanics perform minor repairs, maintenance, or inspections that would otherwise not be cost effective to have completed by an outside vendor. The Department previously awarded contract extensions to the following vendors under hierarchy Contract No. 4400009034:

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| Contract No. | Vendor | Location |
|--------------|--|-------------------|
| 4400009033 | ABLE Aerospace Services | Meza, AZ |
| 4400009036 | Aero Dynamix, Inc. | Eules, TX |
| 4400009052 | Airbus, Inc. | Grand Prairie, TX |
| 4400009038 | Airbus Helicopter, Inc. | Grand Prairie, TX |
| 4400009039 | Boeing Distribution | Dallas, TX |
| 4400009040 | Bills Air Center, Inc. | Santa Monica, CA |
| 4400009041 | Frederick Aero Development | Murrieta, CA |
| 4400009042 | Hangar One Avionics | Carlsbad, CA |
| 4400009043 | Helimart | Costa Mesa, CA |
| 4400009044 | International Aviation Composites | Haslet, TX |
| 4400009045 | Mint Turbines, LLC | Stroud, OK |
| 4400009046 | Rotorcraft Support Inc. | Van Nuys, CA |
| 4400009047 | Safran Helicopter Engines USA, Inc. | Grand Prairie, TX |
| 4400009048 | Spectrolab, Inc. | Sylmar, CA |
| 4400009049 | Thales Avionics, Inc. | Piscataway, NJ |
| 4400009050 | Trace Aviation | Jackson, MS |
| 4400009051 | UTC Aerospace Systems (Goodrich Corporation) | Brea, CA |
| 4400012094 | Vislink Integrated Microwave Technology, LLC | Hackettstown, NJ |
| 4400009053 | Wescam, Inc. | Ontario, Canada |

On June 26, 2018 (Item No. 64), the Board approved 19 contracts to qualified vendors for aircraft maintenance and repair services under hierarchy Contract No. 4400009034, for the period of July 1, 2018 through June 30, 2021, through a non-competitive process. On May 18, 2021 (Item No. 78), the Board approved a two-year extension to hierarchy Contract No. 4400009034 for a total contract period of five years, to allow the Department additional time to properly complete a competitive procurement process, which was hindered due to staffing shortages and the COVID-19 pandemic. The Department intends to initiate a request for proposal (RFP) prior to the end of the 2021-22 fiscal year.

Executive Jet will be added to the hierarchy contract with the information below:

| | | |
|------------|--------------------------------|--------------------|
| 4400018096 | Executive Jet Maintenance, LLC | San Bernardino, CA |
|------------|--------------------------------|--------------------|

PROCUREMENT

Executive Jet is located at the San Bernardino International Airport and is the only maintenance facility at this location qualified to service the Department's air fleet. Executive Jet currently holds a FAA 145 Maintenance Repair Station Certificate authorizing the performance of repairs on the Department's King Air 200 and Aero Commander aircrafts. Approval of the addition of Executive Jet to the hierarchy Contract would allow the Department to improve operational efficiencies and meet specific maintenance requirements while providing maintenance relief to the Department's Aviation Division during its attempt to recruit and train vacant mechanic positions. Purchasing concurs that a non-competitive justification of specialized expertise exists by adding a local certified FAA 145 for maintenance and repairs.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Richard D. Luczak, Deputy County Counsel, 387-5455) on October 18, 2021; Purchasing (Michael Candelaria, Lead Buyer, 387-0321) on October 21, 2021; Finance (Carolina Mendoza, Administrative Analyst, 387-0294) on October 25, 2021; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on October 28, 2021.

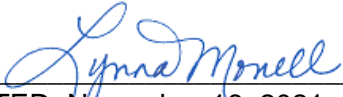
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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: November 16, 2021



cc: File - Sheriff/Coroner
CCM 11/24/2021