



COUNTY OF HUMBOLDT

For the meeting of: 3/5/2019

File #: 19-249

To: Board of Supervisors

From: Sheriff

Agenda Section: Consent

SUBJECT:

Supplemental Budget Request for a New Tractor and Declaration of Surplus Property for the Old Tractor for the Sheriff's Work Alternative Program (SWAP) (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the supplemental budget request for the purchase of a new tractor for the SWAP program (Attachment 1); and
2. Declare the following property surplus: 1974 International 574 2wd Tractor.

SOURCE OF FUNDING:

Inmate Welfare Fund

DISCUSSION:

The SWAP has farm and landscaping programs that rely on a tractor for some of its operations. The current tractor was manufactured in 1974 and has become old and unreliable. Parts to maintain this equipment are difficult to locate or no longer available. This piece of equipment is vital for the success of the SWAP programs. SWAP uses the tractor to rototill and prepare the farm's garden which provides vegetables for the correctional facility, to move large bales of hay to provide feed for the cattle and swine operation, and for lawn maintenance at the Rohnerville Airport facility. A newer, more reliable tractor is needed to replace the old tractor.

SWAP management evaluated different tractor options and determined that it was in SWAP's best interest to acquire a 4wd tractor from a vendor that will provide warranty repairs and servicing locally. After evaluating the options and reviewing quotes, SWAP management recommends the purchase of a 4wd Kubota 4060 HSTC.

The 1974 International tractor would be sold or scrapped depending on which method results in the highest revenue.

FINANCIAL IMPACT:

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The cost of the new tractor will be no greater than \$38,226 and will be paid by the Inmate Welfare Fund 3884. As of February 13, 2019 the Inmate Welfare Fund has a balance of \$884,826.38. There is no financial impact to the General Fund.

Revenue from the sale or scrap of the surplus tractor will be deposited to the Inmate Welfare Fund 3884.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing for and maintaining infrastructure .

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors could choose not to approve the supplemental budget and declare the 1974 International Tractor surplus. This is not recommended as it jeopardizes the ability of the SWAP program to continue its current level of operations.

ATTACHMENTS:

Attachment 1 - Supplemental Budget for Budget Unit 243: SWAP Tractor

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A