

COUNTY OF MENDOCINO

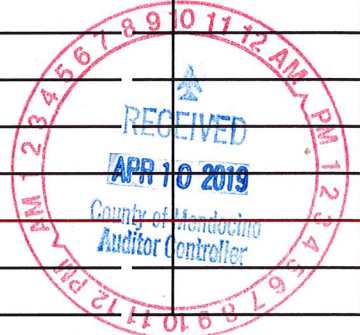
REQUEST FOR APPROPRIATION, CANCELLATION OR REVISION OF FUNDS

Dept./Office: District Attorney's OfficeDate 03/29/2019

To County Auditor-Controller:

The Following request is deemed necessary. Please report the available balances to the County Executive Officer.

Fund	Org/BU	Object (+Project)	Object Description	AMOUNT	I/D	AUDITOR BALANCE
1100	DA/2070	82-3310	Asset Forfeiture (Revenue)	\$ 13,380.52	I	
1100	DA/2070	82-6390	Other Charges (Revenue)	\$ 13,380.52	I	
1100	DA/2070	86-4370	Equipment	\$ 26,761.04	I	



Increase DA 82-3310 DA Asset Forfeiture Revenue \$13,380.52 - source of funds DA Asset Forfeiture Fund 2110-760220. Increase DA 82-6390 Other Charges \$13,380.52 - source of funds California State Association of Counties (CSAC) - Excess Insurance Authority Subsidy Funds.

Increase DA 86-4370 Equipment \$26,761.04 in order to purchase Unmanned Aerial Vehicle(UAV), a fixed asset.

JUSTIFICATION: As stated above or attached memo. **Elected Official** By C. AudisterPrepared by: Kathryn Cavness

Ph: (707) 463-4211

Email: eysterd@mendocinocounty.org

TO COUNTY EXECUTIVE OFFICER:

- ☒ Sufficient balances remain in the accounts indicated to effect transfer as requested.
☐ Insufficient balances are available to meet the above request within departmental budget.
 Requires transfer of \$ _____

REMARKS: Account 2110-760220 DA Asset Forfeiture balance \$1,288,431.32

No. 04T011 Date 4/11/19 AUDITOR-CONTROLLER BY Chamusi Cubbin

COUNTY EXECUTIVE OFFICER:

☐ RECOMMENDATION☐ APPROVAL☐ DENIED

COMMENTS:

Date 4/11/19 [Signature] COUNTY EXECUTIVE OFFICER

ACTION OF BOARD OF SUPERVISORS: ☒ APPROVED AS REQUESTED ☐ APPROVED AS REVISED ☐ OTHER

REMARKS:

Date 4-24-19 [Signature] DEPUTY CLERK OF THE BOARD OF SUPERVISORS

JE NO. _____ Date _____ By: _____



COUNTY OF MENDOCINO
Executive Office
Central Services Division

EB No.

CARMEL J. ANGELO
CHIEF EXECUTIVE OFFICER
PURCHASING AGENT

EXCEPTION TO COMPETITIVE BIDDING PROCESS

SOLE/SINGE SOURCE PURCHASING AND DISCLOSURE STATEMENT

Request Date:	3/26/2019	
Requesting Department:	Mendocino County District Attorney	
Contact Name:	Investigator Bryan Arrington (Remote Pilot# 4208890)	
Contact No.	Email: arringt@mendocino county.org	Phone: (707)463-5414
Prior Sole Source Reference No.(s), if any:		
Description of purchase or service:	Unmanned Aerial Vehicle (UAV)	
Requested Vendor:	Advexure Aerial Drone	
Estimated Total Cost: (Attach all written quotations)	\$26,761.04	

OVERVIEW

State and local laws subject Mendocino County to competitive bidding rules. Requests for goods and/or services from a specific vendor or limited to a specific brand, where substitutes to the recommended vendor or brand are unacceptable, must be accompanied by a written justification (carefully documented on an 'Exception to Bidding' form) explaining the circumstances that make alternatives unacceptable. The employee signing the justification must disclose in writing whether or not he/she has a potential or actual conflict of interest. County employees who have a business relationship with or financial interest in the recommended vendor must disclose the conflict of interest. Any employee with an actual or potential conflict of interest may not participate in the purchase decision.

Employees signing the justification must disclose in writing whether or not he/she has a potential or actual conflict of interest. County employees who have a business relationship with or financial interest in the recommended vendor must disclose the conflict of interest. Any employee with an actual or potential conflict of interest may not participate in the purchase decision.

The Chief Executive Officer/Purchasing Agent or authorized designee will determine whether the justification is appropriate. Requests for exception must be supported by factual statements that will pass an audit.

Goods: Departments must also note that the County must comply with competitive bidding on purchases of goods in the amount \$10,000 or more. This competitive bidding process is conducted solely by the Executive Office/Central Services Division.

Services: Departments shall obtain competitive bids for personal and professional services contracts over \$25,000. If a department holds a contract between \$10,000 and \$25,000 for up to three years, said department shall obtain competitive bids for that contract before beginning the fourth year of said contract.

INSTRUCTIONS:

- Complete all relevant information and sections within the form.
- Provide full explanations, complete descriptions, and/or list all relevant reasons as requested.
- Sign and date the form.
- Improperly completed, and/or unsigned forms may be returned to the sender.
- Submit completed form to the County Counsel. Following their review, County Counsel will forward to the Executive Office (for service related requests, submit prior to the initiation of the contract process, for the acquisition of goods/commodities, submit prior to the submission of a requisition).
- Reference Mendocino County Policy No. 1 and Executive Office's Competitive Procurement Guidelines.

1. Select one of the following:

- ☒ **Sole/single source procurement.** Sole Source is defined as a product or service which is practicably available only from one source. A single source is a source specifically selected amongst others, if any, due to specific reasons, i.e. replacement parts, compatibility, quality, service, support, etc.
- ☐ **Proprietary procurement.** A proprietary procurement restricts the product to that of one manufacturer. In such cases, the consideration of proposed equals is excluded. Competition may be obtained among the distributors which carry the specific product.

2. Please check all applicable categories below and provide additional information where indicated to support the type of exception indicated in No. 1 above.

- ☐ The requested product is an integral repair part or accessory compatible with existing equipment.
Existing Equipment: _____
Manufacturer/Model Number: _____
Age: _____
Current Estimated Value: _____
- ☒ The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.
- ☐ The County has standardized the requested product or service and the use of another brand/model would require considerable time and funding to evaluate.
- ☐ The requested product or service is one with which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.
- ☐ The requested product is used or demonstration equipment available at a lower-than-new cost.
- ☒ Repair/Maintenance service is available only from manufacturer or designated service representative.
- ☐ Upgrade to or enhancement of existing software is available only from manufacturer.
- ☐ Service proposed by vendor is unique; therefore, competitive bids are not available or applicable.
- ☐ Other factors (provide detailed explanation and substantiation in No. 3 below).

3. Provide a detailed explanation and pertinent documentation for each category checked in item 2 above. Attach additional sheets if necessary:

Advexure Aerial Drone Systems is the preferred law enforcement supplier of UAV's, associated equipment, service and technical support. They provide UAV-specific flight packages and are the only supplier of the flight-package for our purpose. The DJI Matrice 210 UAV and the DJI Mavic Enterprise E2 have specifically proven themselves useful for Public Safety, Disaster Response and Search and Rescue Operations. Both have a foldable body, plus removable batteries, propellers and landing gear, meaning both platforms store and transport easily. They both have the capability to add on several types of cameras including thermal imaging and high resolution video.

Investigator Arrington is one of 16 California POST-Certified Remote Pilots within the State of California. Investigator Arrington has successfully completed a flight school for the operation and management of Unmanned Aerial Vehicle systems. Investigator Arrington also holds a valid Remote Pilot's License (#4208890) through the Federal Aviation Administration.

4. Was an evaluation of other equipment, products, or services performed?

☐ Yes ☒ No

If yes, please provide all supporting documentation, including copies of any quotes obtained, and an explanation below.

Exception to Bidding Substantiation/Documentation

5. List below the name of each individual who was involved in the evaluation, if conducted, and in making the recommendation to procure this product or service. Attach additional information, if necessary. Each individual must submit a completed and signed Disclosure Statement (attached).

6. I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department.

[Signature] / 3/26/19
Signature / Date

Bryan Arrington
Printed Name

Mendocino County District Attorney
Department

Investigator
Title

C. David Eyster / 3/26/19
Elected Official Signature / Date

C. David Eyster
Printed Name

EXECUTIVE OFFICE/CENTRAL SERVICES REVIEW

☐ APPROVED / ☐ DENIED:

County Counsel / Date

☐ APPROVED / ☐ DENIED:

Buyer Approval / Date

Executive Office/Purchasing Agent Approval / Date

Comments:

**DISCLOSURE STATEMENT TO ACCOMPANY
REQUEST FOR EXCEPTION TO COMPETITIVE BIDDING PROCESS**

Each individual involved in evaluating and/or in making a recommendation to purchase must complete, sign, and submit a Disclosure Statement with the applicable Purchase Requisition. Filing an annual statement of economic interest does not exempt an employee from this requirement. (Attach additional information if necessary.)

1. Please list any income or gifts you received from this company during the past 12 months:

None

2. Please list any financial interests (stocks, shares, investments, etc.) you have in this company:

None

3. Do you have any other type of business relationship with this company?

No

4. To the best of your knowledge, does any member of your departmental staff have a business relationship with this company?

No

5. Do you or any of your near relatives have any financial interest in this company?

No

6. Please provide any additional information you believe should be disclosed at this time:

N/A

7. I certify that the above information is true:



Signature

Byran Arrington

Printed Name

3/26/19

Date

Investigator

Title

advexure

AERIAL DRONE & FILM SYSTEMS

www.advexure.com

(855) 625-2055

support@advexure.com

SALES QUOTE

DATE	QUOTE #
12/22/2018	49340

BILLING

Mendocino County DA's Office
Bryan Arrington
100 N State St #10
Ukiah, CA 95482

SHIPPING

Mendocino County DA's Office
Bryan Arrington
100 N State St #10
Ukiah, CA 95482

REP	CUSTOMER PHONE #	CUSTOMER E-MAIL	QUOTE VALIDITY	PAYMENT TERMS
TW	(707) 463-5414	arringt@mendocinocounty.org	4 Months	Net 30

SKU	PRODUCT	QUANTITY	PRICE	AMOUNT
DJI-M210V2	<p>MAIN AIRFRAME DJI Matrice 210 V2 Combo (SP)</p> <p>Standard Combo Package Includes: (1) M210 V2 Aircraft w/ Single Up, Single Down and Dual Down Gimbal Mounts (1) Cendence S Remote Controller (1) CrystalSky 7.85" Ultra Brightness Monitor (1) CrystalSky/Cendence Battery Charging Hub (2) CrystalSky/Cendence WB37 Batteries (2) TB55 Intelligent Flight Batteries (1) Battery Charger (1) Battery Charging Hub (4) Propeller Pairs (2 Full Sets) (1) Carrying Case Accessory Cables</p> <p>DJI STANDARD SUPPORT PROGRAM: Also included is DJI's Standard Support Program covers accidentals with the aircraft for one year, in which if the aircraft is crashed, broken, or damaged, the owner/user can pay a small, standard fee to receive a replacement unit. The first M210 V2 replacement is \$899 while the second is \$1,099. Owners/users will need to ship in their damaged unit for replacement.</p>	1	9,600.00	9,600.00T
DJI-ZZ30	SENSORS / PAYLOAD DJI Zenmuse Z30 - 30x Zoom Camera	1	2,999.00	2,999.00T
DJI-ZXT2A13FR	DJI Zenmuse XT2 Thermal + RGB Camera Configuration: 640x512 30Hz 13mm Lens	1	13,200.00	13,200.00T

STATEMENT REGARDING U.S. TARIFFS: Due to ongoing impacts of import tariffs on DJI products, Advexure reserves the right to amend outstanding quotes to adjust for DJI retail pricing changes effective September 4, 2018.

The Advexure Support Team of drone experts is available 7 days a week by live chat, phone, and email. Advexure is one of the longest serving DJI dealers and distributors in the US. If you have any immediate questions for our team please don't hesitate to reach out.

advexure

AERIAL DRONE & FILM SYSTEMS

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Mendocino County DA's Office Bryan Arrington 100 N State St #10 Ukiah, CA 95482

SHIPPING
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SKU	PRODUCT	QUANTITY	PRICE	AMOUNT
DJI-M2TB55	POWER DJI Matrice 200 TB55 High Capacity Intelligent Flight Battery	4	369.00	1,476.00T
GPC-M210XTS	ACCESSORIES GPC Matrice 210 XTS Protective Case	1	0.00	0.00T
HM-LP5	Advexure/Hoodman Landing Pad - 5 Feet	1	0.00	0.00T
DJI-M2EDSP	DJI MAVIC 2 ENTERPRISE DUAL - QUICK DEPLOY DJI Mavic 2 Enterprise (Dual) Universal Edition w/ Enterprise Shield Support Program Includes: Aircraft, Battery, Battery Charger, Remote Control, Six (6) Propellers, Speaker, Spotlight, Beacon, Protector Case, Accessory Cables What is Enterprise Shield? Provides accidental coverage for two replacements (\$249 for 1st replacement, \$289 for 2nd replacement) for accidental damage such as crashing, water damage, or signal interference. This efficient and total accident protection service provides greater peace of mind for your DJI aircraft(s). Also includes 1 year of free ground shipping on all repairs, significantly reduced repair costs, enterprise grade DJI + Advexure support.	1	2,949.00	2,949.00T
DJI-M2EP1	DJI Mavic 2 Enterprise Fly More Accessory Kit - Part 1	1	419.00	419.00T

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TW	(707) 463-5414	arringt@mendocinocounty.org	4 Months	Net 30

SKU	PRODUCT	QUANTITY	PRICE	AMOUNT
CDC-IMELT	OPTIONAL ADD-ONS CDC Inspire 2 & Matrice 200 Series Elite Portable Rapid Charging System (for TB50 and TB55)	1	0.00	0.00T
DJI-CDP1	DJI Cendence/CrystalSky Mobile Device Holder for Smartphones & Tablets (to be able to use iPads if you choose)	1	29.00	29.00T
DJI-M2P4	DJI Matrice 200 1760S Quick Release Spare Propeller Pair	2	21.00	42.00T
LC-MATRICE22	Lume Cube LED SAR Light Kit for DJI Matrice Drone Series Includes: Two (2) Black Lume Cubes, Two (2) Adjustable Matrice Drone Mounts with Rotating 1/4" 20 ballhead, delivered in a hard zipper case with custom cut foam	1	0.00	0.00T

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TW	(707) 463-5414	arringt@mendocinocounty.org	4 Months	Net 30

SKU	PRODUCT	QUANTITY	PRICE	AMOUNT
ADV-SAT	ADVEXURE'S VALUE-ADDED SERVICES AIRCRAFT SETUP + MOUNTING INSTALLATION Matrice 210 will be fully setup, configured and tested prior to fulfillment with gimbal mounting configuration choice of the end user. This does not include setup of third party sensors. Aircrafts receive a complimentary full tech check by Advexure's DJI Certified Technicians prior to fulfillment which includes a complete airworthiness checkover, firmware updates, and ease of operation prep.	1	0.00	0.00
ADV-ESO	ENTERPRISE SERVICE OFFERING / TECH SUPPORT As one of the longest serving and most reputable DJI dealers and distributors in North America, Advexure's enterprise division commits itself to seven days a week, 365 days a year dedicated enterprise level support available near 24 hours a day by phone, email and live chat. Advexure Law Enforcement Partnership Pricing Incentive	1	0.00	0.00
	UPS Ground Shipping included		-3,952.96	-3,952.96
			0.00	0.00

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TW	(707) 463-5414	arringt@mendocinocounty.org	4 Months	Net 30

SKU	PRODUCT	QUANTITY	PRICE	AMOUNT
	<p>ORDER TERMS</p> <p>PAYMENT: PO, Net 30</p> <p>AVAILABILITY: Please allow for a 24-72 hour lead time following receipt of PO.</p> <p>SERVICE</p> <p>All enterprise systems quoted will receive a complimentary full tech check by Advexure's DJI Certified Technicians prior to fulfillment which includes a complete airworthiness checkover, firmware updates, and ease of operation prep.</p> <p>CONDITIONS</p> <p>All enterprise equipment sales are final. DOA equipment is directly replaced by dealer within 10 days of receipt. Full support is provided by Advexure's dedicated enterprise level specialists seven days a week. All Advexure purchases have full DJI manufacturer warranty as a top tier, long established DJI Authorized Dealer.</p> <p>CA SALES TAX: All equipment purchases shipping within the State of CA or being picked up are subject to CA sales tax collection and remittance. Sales tax will be added to final invoice price on presentation. For exempt entities, please have sales/use tax exemption form sent to accounting@advexure.com</p>		0.00%	0.00

TOTAL \$26,761.04

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JUSTIFICATION: As stated above or attached memo. **Elected Official** By _____
 Prepared by: Kathryn Cavness Ph: (707) 463-4211 Email: eysterd@mendocinocounty.org

TO COUNTY EXECUTIVE OFFICER:

- ☐ Sufficient balances remain in the accounts indicated to effect transfer as requested.
☐ Insufficient balances are available to meet the above request within departmental budget.
 Requires transfer of \$ _____

REMARKS:

No. _____ Date _____ AUDITOR-CONTROLLER By _____

COUNTY EXECUTIVE OFFICER: ☐ RECOMMENDATION ☐ APPROVAL ☐ DENIED
 COMMENTS:

Date _____ COUNTY EXECUTIVE OFFICER _____

ACTION OF BOARD OF SUPERVISORS: ☐ APPROVED AS REQUESTED ☐ APPROVED AS REVISED ☐ OTHER

REMARKS:

Date _____ DEPUTY CLERK OF THE BOARD OF SUPERVISORS _____

JE NO. _____ Date _____ By: _____