

## Legislation Text

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File #: #18-346, Version: 1

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**PREPARED BY:** LT. M. GANCASZ

**DATE OF MEETING:** 10/15/18

**SUBJECT:**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO (1) PURCHASE ONE COMMERCIAL TRAFFIC ENFORCEMENT TRUCK WITH EXTENDED WARRANTY AND MAINTENANCE PLAN FOR \$45,999 FROM MONARCH FORD USING THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES CONTRACT 1-18-23-20A; (2) EXECUTE A CONTRACT WITH PUBLIC SAFETY EQUIPMENT TO OUTFIT THE VEHICLE WITH EMERGENCY EQUIPMENT AND GRAPHICS FOR A TOTAL COST OF \$18,884; AND (3) APPROPRIATE AN ADDITIONAL \$4,871 FROM THE POLICE DEPARTMENT OPERATING BUDGET TO THE VEHICLE REPLACEMENT FUND, TO PROVIDE THE FULL FUNDING OF \$68,127 FOR THIS PURCHASE, INCLUDING CONTINGENCY FUNDING OF APPROXIMATELY 5%

**CITY MANAGER RECOMMENDATION**

Adopt Resolution

**COMPLIANCE STATEMENTS**

Budget Spending Controls and Standardize Patrol Car Fleet with Preventive Maintenance Program are adopted policy items under the FY 2018-21 Council Priority Workplan, effective November 1, 2017.

**CEQA Compliance Statement**

This proposed action is not a project under CEQA pursuant to Guidelines section 15378(b)(2): Continuing administrative or maintenance activities, such as purchases of supplies that will not result in direct or indirect physical changes in the environment.

**BACKGROUND**

On June 4, 2018, the City Council authorized the City Manager to appropriate \$272,730 from the General Fund Designated Reserves (PD Traffic Enforcement Program) to the Vehicle Replacement Fund (102-2110-46300) for the purchase of two motorcycles and two patrol command vehicles at a total cost of \$139,615 (Resolution 2018-072). Staff further requested City Council to authorize the \$133,115 balance to remain available in the Vehicle Replacement Fund for the purchase of a commercial traffic enforcement truck and prisoner transport van in FY 2018/19. Staff advised they would return to the City Council later to request authorization to make those purchases. At this time, staff is requesting approval to proceed with the purchase of the commercial traffic enforcement truck.

On September 17, 2018, the City Council authorized the City Manager to purchase and outfit one (1) prisoner transport van for \$69,859 leaving a balance in the Vehicle Replacement Fund of \$63,256.

Staff requests that City Council authorize the City Manager to purchase one (1) 2019 Ford F150 truck using the State of California General Services Contract 1-18-23-20A (Cooperative Purchasing

Agreement) for \$45,999 which includes sales tax and delivery from Monarch Ford.

San Pablo Municipal Code section 3.16.110.E. (Cooperative Purchasing) allows the City to forego a formal bid process for the purchase of equipment, materials, supplies and services, and buy said equipment directly from a vendor if the price was established by competitive bidding by another public jurisdiction. Staff requests approval to make such purchases per the State of California General Services Contract agreement 1-18-23-20A.

In 2017 and 2018 (see attached resolutions), the Police Department obtained authorization from the City Council to waive competitive bidding requirements and to enter into contracts with Public Safety Equipment (PSE) in San Leandro to provide and install emergency equipment and graphics for police vehicles. As indicated previously, there are few emergency vehicle outfitters in the Bay Area specializing in police vehicles. One is located in Hollister, California, which is too far away to accommodate routine maintenance. The City had prior issues with timely service from the provider in Concord. PSE has provided exceptional service and equipment and outfitted several new San Pablo police cars in a timely and cost effective manner. Accordingly, to maintain consistency with the emergency equipment and maintenance, the Department is requesting waiver of competitive bidding requirements to allow a contract with PSE for the emergency equipment and graphics for this additional vehicle procurement for a total cost of \$18,884.

San Pablo Municipal Code section 3.16.110(B), Specialized Services Combined With Equipment and/ or Products, allows the City to forego a formal bid process for the acquisition and/or installation of equipment, intellectual property or other tangible products and the retention of specialized services, such as consulting, training, installing, maintaining or servicing the products, which are an integral or important part of the use, operation, or functionality of the products. In addition, San Pablo Municipal Code section 3.16.110(C), Sole Source Contracts,” allows for the waiver of competitive bidding requirements when there is only one feasible source that meets the City’s requirements. The critical nature of this vehicle safety equipment, the need for consistent use and maintenance of the equipment, the recent procurement of the same or similar equipment from PSE earlier this year, and the Department’s prior experience justify not proceeding with a competitive bid at this time. For future needs, the Department will continue to monitor to market to ensure competitive pricing that meets the needs of the Department.

### **FISCAL IMPACT**

A total of \$45,999 is available to be allocated from the Vehicle Replacement Fund (102-2110-46300) to purchase the traffic enforcement truck from Monarch Ford, leaving a remaining balance of \$17,257 in the Vehicle Replacement Fund (102-2110-46300). \$4,871 will be appropriated from the Police Department Vehicle Equipment Maintenance line item (100-2110-43000) to the Vehicle Replacement Fund (102-2110-46300) to complete funding for the contract with Public Safety Equipment to outfit the vehicle with emergency equipment (\$18,884) and to add an approximate 5% contingency (\$3,244) for a total authorization of \$68,127.