



## AGENDA MEMORANDUM

Future Item for the City Council Meeting of December 18, 2012  
Action Item for the City Council Meeting of January 8, 2013

**DATE:** 12/18/2012

**TO:** Ronald L. Olson, City Manager

**FROM:** Michael Barrera, Assistant Director of Financial Services  
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### Police Package Sedans

**CAPTION:**

Motion approving the purchase of twelve (12) Police Package Sedans from Griffith Ford, Seguin, Texas for a total amount of \$308,522.88, based on lowest responsible bid, in accordance with Bid Invitation No. BI-0065-13. Funding is available in the Capital Outlay Budget of the Fleet Maintenance Fund and the Crime Control District Budget.

**PURPOSE:**

These twelve (12) vehicles will be used by the Police Department for day-to-day police work.

**BACKGROUND AND FINDINGS:**

The City has approximately 150 marked police patrol units in the fleet. Annually, units are replaced due to normal wear and tear and/or damage from accidents. The expected life of a marked police unit is 105,000 miles or 3 years. All units recommended for replacement have reached their expected life span for service.

All units are replacement units to the fleet. The sedans are equipped with a police package, which includes a higher horsepower engine, heavy-duty brakes, radiator and heavy duty battery charger system. Replaced units will be disposed of through standard disposal of surplus property procedures, including live auctions and/or electronic auctions.

**ALTERNATIVES:**

Not applicable.

**OTHER CONSIDERATIONS:**

The Police Department is currently reconfiguring the make-up of vehicles that comprise the fleet and will eventually build the fleet to include a mix of approximately 50/50 of sedans and Tahoes. This purchase will allow us to continue towards that goal.

**CONFORMITY TO CITY POLICY:**

This purchase conforms to the City's purchasing policies and procedures and Texas State

procurement laws.

**EMERGENCY / NON-EMERGENCY:**

Non-Emergency.

**DEPARTMENTAL CLEARANCES:**

General Services Department

**FINANCIAL IMPACT:**

Operating       Revenue       Capital       Not applicable

<b>Fiscal Year: 2012-2013</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget		\$5,021,953.00		\$5,021,953.00
Encumbered / Expended Amount		\$1,529,529.00		\$1,529,529.00
This item		\$308,522.88		\$308,522.88
BALANCE		\$3,183,901.12		\$3,183,901.12

Fund(s): Maintenance Service and Crime Control

**Comments:**

Not applicable.

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation.