



AGENDA MEMORANDUM

Action Item for the City Council Meeting February 13, 2024

DATE: February 13, 2024

TO: Peter Zanoni, City Manager

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Two-Year Service Agreement for Upfitting for Police Vehicles for the Corpus Christi Police Department

CAPTION:

Motion authorizing execution of a two-year service agreement with Dana Safety Supply, of Harlingen, Texas, through the Buyboard Cooperative, for installation of parts and equipment for 36 additional police vehicles in an amount up to \$695,829.16, with FY 2024 funding of \$128,002.49 from the Crime Control Fund, \$430,765.06 from the Fleet Equipment Replacement Fund, and \$137,061.61 from the General Fund.

SUMMARY:

This motion authorizes a two-year service agreement for the installation of parts and equipment for 34 additional Chevrolet Tahoes and two additional F-150 Responders for the Corpus Christi Police Department (CCPD).

BACKGROUND AND FINDINGS:

The proposed two-year service agreement will allow for the purchase of upfitting kits for the installation of parts and equipment for 36 additional police vehicles that were ordered in FY 2023. The upfitting kits include accessories and equipment such as lights, full compartment partitions, sirens, push bumpers, and center console keyboard mounts. The proposed two-year agreement also provides a warranty for the upfitting kits and associated equipment. The timeframe to upfit the 36 additional police vehicles is estimated to take approximately six weeks.

Dana Safety Supply, Inc.'s nearest location is in Harlingen, Texas. The police vehicles will be delivered to the location in Harlingen for the upfitting services to be completed. Once the services are completed, the

police vehicles will be delivered back to CCPD and placed into service. This is the same process that was used with the previous provider of upfitting services for CCPD’s police vehicles.

Previously, CCPD had a service agreement with Cap Fleet Upfitters, of Houston, Texas, for an amount up to \$557,980.28; however, Cap Fleet Upfitters was sold and purchased by a new owner. After the change of ownership, the level of service that CCPD received dropped significantly. In March 2023, CCPD had turned over numerous Chevrolet Tahoes to Cap Fleet Upfitters for upfitting services but had only received two back through the end of the year. In December 2023, Cap Fleet Upfitters notified CCPD that it was no longer prioritizing CCPD vehicles and that it needed to increase its hourly rate beyond what was agreed upon (\$50 per hour) as part of the service agreement with the City. As a result of the decreased service quality and increased pricing, the City terminated its service agreement with Cap Fleet Upfitters.

PROCUREMENT DETAIL:

This procurement is through the BuyBoard Cooperative. Contracts awarded through the BuyBoard Cooperative have been competitively procured in compliance with Texas Local and State procurement requirements.

There are only four companies in Texas that are certified to perform these services for police vehicles. None of the four companies are local. Due to this fact, and because of the expediency needed to place police vehicles into service, the City has continued to use purchasing cooperatives as its source for police vehicle upfitting services.

Procurement staff compared the savings on the BuyBoard Cooperative contract to another cooperative offering similar services. Staff found the BuyBoard Cooperative to have the greatest discount. Below is a summary table showing the discount percentages between the BuyBoard Cooperative and Tx Smart Buy.

	Tx Smart Buy	BuyBoard
Minimum Discount	22%	35%

The proposed agreement’s pricing is 3.8% lower than the previous agreement, resulting in savings of \$26,283.19. The table below compares the proposed agreement to the previous agreement.

Item	Previous Contract	Dana Safety Supply	Variance to MSRP
Chevrolet Tahoe Patrol Unit	\$682,108.00	\$665,727.82	\$16,380.18
Ford F150 Patrol Unit	\$17,354.59	\$12,356.77	\$4,997.82
Ford F150 Supervisor Unit	\$22,649.76	\$17,744.57	\$4,905.19
	\$722,112.35	\$695,829.16	\$26,283.19

ALTERNATIVES:

The alternative is not to approve the two-year service agreement to purchase the vehicle upfitting kits; however, this will mean that the necessary equipment will not be installed into the 36 additional police vehicles. Without the necessary equipment installed, the police vehicles will not be able to be placed into service.

FISCAL IMPACT:

The fiscal impact for the Fleet Equipment Fund in FY 2024 is \$430,765.00, and \$128,002.49 from the Crime Control in FY 2024 and \$137,061.61 from the General Fund.

FUNDING DETAIL:

Fund: 5111 Fleet Equipment Replacement
Organization/Activity: 11701
Project # **(CIP Only)**: N/A
Account: 550020
Amount: \$430,765.06

Fund: 9010 Crime Control
Organization/Activity: 11717
Project # **(CIP Only)**: N/A
Account: 550020
Amount: \$128,002.49

Fund: 1020 General
Organization/Activity: 11740
Project # **(CIP Only)**: N/A
Account: 520090
Amount: \$137,061.61

RECOMMENDATION:

Staff recommends approval of this motion authorizing a two-year service agreement with Dana Safety Supply, Inc., as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Price Sheet