



AGENDA MEMORANDUM

Future Item for the City Council Meeting of April 24, 2018

Action Item for the City Council Meeting of May 8, 2018

DATE: April 24, 2018

TO: Margie Rose, City Manager

FROM: Mike Markle, Police Chief
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Emergency Removal, Installation, and Repair of Equipment for Police Vehicles

CAPTION:

Resolution authorizing a 24-month service agreement with Auto Works Unlimited of Corpus Christi, Texas, for emergency removal, installation, and repair of equipment for police vehicles, for a total amount not to exceed \$150,000.

PURPOSE:

This service agreement will provide installation, removal and repair of emergency equipment for the Police vehicles.

BACKGROUND AND FINDINGS:

The Police Department utilizes Auto Works Unlimited to perform numerous repairs, installs and removals of equipment in police vehicles. Police vehicles cannot be down for very long, and Auto Works Unlimited is able to meet the need of the Police Department to get the vehicles out on the street in a quick turnaround. Auto Works Unlimited is one of three companies in the southern region of the state of Texas that is certified to install and remove the Coban in-car camera in the police vehicles. Police and Fleet civilian personnel perform delivery and pickup of the vehicles, therefore, because Auto Works Unlimited is a local company, it is cost effective and quicker to utilize this company. These repairs need to be performed quickly to protect the public health and safety of the City's residents.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City’s purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Police

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$112,907.50	\$112,500.00	\$225,407.50
Encumbered / Expended Amount	\$19,354.06	\$0.00	\$19,354.06
This item	\$37,500.00	\$112,500.00	\$150,000.00
BALANCE	\$56,053.44	\$0.00	\$56,053.44

Fund(s): 1020 - General

Comments:

The contract is for 24 months of which \$37,500 is budgeted in FY17-18. \$112,500 will be budgeted the future years, bringing the total contract value to \$150,000.

RECOMMENDATION:

Staff recommends approval of the resolution as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Resolution