



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of March 21, 2017  
Action Item for the City Council Meeting of March 28, 2017

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**DATE:** March 21, 2017

**TO:** Margie C. Rose, City Manager

**FROM:** Jim Davis, Director of Fleet Maintenance  
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<b>Purchase of Police Vehicles and Upfitting Equipment</b>
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**CAPTION:**

Motion approving the purchase of 23 police vehicles from Caldwell Country Ford dba Rockdale Country Ford, from Caldwell, Texas and the upfitting equipment from Cap Fleet Upfitters from Temple, Texas, based on the cooperative purchasing agreement with Texas Local Government Purchasing Cooperative, dba BuyBoard for the total amount not to exceed \$1,034,360.16. Funds have been approved for FY2016-2017.

**PURPOSE:**

This item is to approve the purchase of 23 police vehicles and upfitting equipment for the Police Department.

**BACKGROUND AND FINDINGS:**

The Police Department currently has a requirement for 74 marked patrol units backed up by 18 spare units to fill in when one of the 74 units is being serviced or repaired. Of these 92 total vehicles, 31 are at or approaching the end of their service lives of 4 years or 120,000 miles). This is normal in that one third of the active Police marked unit fleet is normally replaced annually. The 23 units to be purchased are the first of a two-stage buy process, and are replacements for vehicle that will be auctioned. The second-stage purchase will occur as soon as adequate funding is identified to complete the purchase. It is anticipated the second stage will consist of approximately 12 marked units.

Due to the increased use of Ford Utility Interceptors, it is necessary to purchase 37 upfitting kits in order to place these units in service at the appropriate time and replace equipment on existing fleet. For information, upfitting is the term used to describe everything that goes in a Police Marked unit so that it may function properly. Fleet Maintenance Services Department will be able to re-use the computers, cameras and radios for all of the existing units however; the remaining equipment that must be purchased includes such items as lights, full compartment partitions, sirens, push bumpers, and center console keyboard mounting plates, etc. The standard cost to upfit an individual unit is over \$9,000.00.

**ALTERNATIVES:**

No alternatives

**OTHER CONSIDERATIONS:**

The 23 2017 Ford Police Interceptor Law Enforcement Support Utility vehicles will be purchased from Rockdale Country Ford for a total cost not to exceed \$697,001.00. The upfitting equipment being purchased from Cap Fleet Upfitters will upfit the 23 new police vehicles and will serve as replacement parts for existing fleet, for a total cost not to exceed \$337,359.16.

Total purchase from Caldwell Country Ford:	\$697,001.00
Total purchase from Cap Fleet Upfitters:	<u>\$337,359.16</u>
Grand Total:	<b>\$1,034,360.16</b>

**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 and Fleet Maintenance Services

**FINANCIAL IMPACT:**

X Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2016-2017</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$3,775,648.29	\$0.00	\$3,775,648.29
Encumbered / Expended Amount	\$1,910,726.06		\$1,910,726.06
This item	\$1,034,360.16	\$0.00	\$1,034,360.16
BALANCE	\$830,562.07	\$0.00	\$830,562.07

Fund(s): Fleet Maint Svc and CC Crime Control

**Comments:** None

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Price Sheet – Police Vehicles

Price Sheet – Police Vehicle Upfitting