



Stephenville Police Department



From: A.C. Jason Halsey
To: Purchasing Manager Tricia Wortley, Chief Dan Harris
Date: November 16, 2020
RE: Police Vehicle Equipment
Justification Memo

It is my opinion that the difference in price between Dana Safety Supply and Defender Supply at \$556.93 per car is not great enough to award the bid to Defender Supply. In addition, I believe Defender Supply marked that they met specifications on item number 6 but in fact do not meet specifications due to the light bar they offered is not V-shaped. **I recommend that we award the police vehicle equipment contract to Dana Safety Supply based on the following reasons.**

1. We have used both Defender and Dana Safety Supply to purchase equipment, up fit and decommission vehicles, and apply decals. Based on quality of work, Dana Safety Supply does a better job of uniform installation and equipment placement.
2. Defender Supply is approximately 105 miles and almost two hours from Stephenville in Argyle, Texas. In contrast, Dana Safety Supply is located in Ft. Worth approximately 75 miles and one hour twenty minutes from Stephenville. The cost to drive, car usage loss of time, and employee time loss due to travel to Defender is approximately 80 miles and 80 minutes a day. The difference in pricing is negligible at \$556.93 per car.
3. We asked vendors to bid on a V-shaped light bar (Item number 6). Dana marked that they met spec requirements and listed a price. Defender Supply also marked that they met spec requirements and listed a price but marked an X through the V part of the description. This in fact would not meet spec.