

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: October 6, 2025

Topic:

Workshop Discussion Only – Approve the purchase of vehicle upfitting and other repairs and maintenance from Dana Safety Supply, Inc. through a BuyBoard Cooperative Purchasing Network (Contract #698-23) for a not-to-exceed amount of \$182,850, approve the expenditure of funds therefore, and authorize the City Manager to execute any and all documents related to the purchase. The purchases are included in the FY 2025-2026 Budget.

Background:

The City utilizes Dana Safety Supply, Inc. for vehicle upfitting, repairs, and maintenance services for both Police and Public Works vehicles. Purchases with Dana Safety Supply are made through the BuyBoard cooperative purchasing contract and are funded through appropriations included in the adopted Fiscal Year 2025–2026 Budget.

The table below outlines the estimated expenditures for outfitting the new fleet—four vehicles for the Police Department and three vehicles for Public Works—as well as anticipated costs for repairs, maintenance, and other related expenses throughout the fiscal year.

Vehicle	Amount
Police Department Upfit (4 vehicles)	\$96,100
Public Works Upfit Estimate (3 vehicles)	\$6,750
Additional Repairs, Maintenance & Expenses Estimate (as needed)	\$80,000
Total Expenditure (estimate): \$182,850	

Staff is requesting approval of the expenditure request of a not-to-exceed amount of \$182,850.00 for upfit and repairs for lighting for all City-owned vehicles for fiscal year 2025-2026 pursuant to the City’s adopted Procurement Policy (vendor exceeding \$100,000).

Origination: Project Management

Recommendation:

Staff recommends approving the purchase of vehicle upfitting and other repairs and maintenance from Dana Safety Supply, Inc. through BuyBoard Cooperative Purchasing Network (Contract #698-23) for a not-to-exceed of \$182,850.

Party(ies) responsible for placing this item on agenda: Brandon Patin, Captain

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: _____ No: _____ If yes, specify Account Number: #650-651-6405
#650-652-6405

If no, funds will be transferred from account # _____ To account # _____

Signed Meagan Mageo Approved by _____
Staff Member _____ Date _____ City Manager _____ Date _____