

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: October 21, 2024

Topic:

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 \$180,500, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchase. The purchases are included in the FY 2024-2025 Budget.

Background:

The City uses Dana Safety Supply, Inc. for vehicle upfits and other repairs and maintenance for both Police and Public Works vehicles. Purchases made with Dana Safety Supply are made through a BuyBoard cooperative purchasing contract and are funded from allocated appropriations as part of the adopted Fiscal Year 2024-2025 Budget. The table below shows the estimated expenditures for the new fleet, four for the Police Department and three for Public Works, as well as additional repairs, maintenance and expenses that may occur throughout the fiscal year.

Vehicle	Amount
Police Department Upfit (4 vehicles)	\$73,000.00
Public Works Upfit Estimate (3 vehicles)	\$7,500.00
Additional Repairs, Maintenance & Expenses Estimate (as needed)	\$100,000.00
Total Expenditure (estimate)	\$180,500.00

Staff is requesting approval of the expenditure request of a not-to-exceed amount of \$180,500 for upfit and repairs for lighting for all City-owned vehicles for fiscal year 2024-2025 pursuant to the City’s adopted Procurement Policy (vendor exceeding \$50,000).

Origination: Police Department

Recommendation:

Staff recommends approving the purchase of vehicle upfitting and other repairs and maintenance from Dana Safety Supply, Inc. through BuyBoard contract number #698-23 for a not-to-exceed of \$180,500.

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: #100-121-6405

650-651-6405

650-652-6405

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

Signed Brandon Patin 11/04/2024 Approved by _____
Staff Member Date City Manager Date