



Legislation Text

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CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the award of Option Year Two to Contract 21-128, Emergency and Amber Lighting and Related Equipment, to Fleet Safety Supply, Inc. for an amount not to exceed \$175,000 and for a one-year term

DEPARTMENT: Department of Public Works

SUBMITTED BY: Richard Dublinski, Director

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

The Department of Public Works - Fleet Services Division provides in-house vehicle upfitting services for the City's fleet. This includes replacement and installation of components such as: emergency lighting and devices, storage and partitions, and laptop docking stations. By working with City departments, Fleet Services can standardize vehicle upfitting based on operational, safety, and regulatory needs to maximize fleet flexibility and minimize associated inventory and training costs.

Fleet Services requires some combination of this equipment for approximately 25 units annually. That quantity varies based on the number of planned replacements, component damage or failure, and operational changes across departments.

On April 7, 2021, the City Council awarded Contract 21-128, Emergency and Amber Lighting and Related Equipment, to Fleet Safety Supply, Inc. for a one-year term with four one-year options to extend. On March 1, 2022, the City Council awarded Option Year One from April 1, 2022 to March 31, 2023. The purpose of this contract is to procure replacement and new installation components required to outfit vehicles for operational use.

DISCUSSION:

During the original term and first extension of the contract, Fleet Safety Supply processed more than 40 orders per year, providing clear invoices per unit as required. Fleet Safety Supply has maintained build lists by operational use, aiding City staff in our goal to standardize builds. Fleet Safety Supply consults with City staff as needed to review operational needs and regulatory compliance requirements that impact upfitting. The vendor attends onsite meetings at Fleet Services, offers advance replacement of failed components, and coordinates with staff to ensure component availability for upcoming vehicle builds.

Based upon vendor performance, Fleet Services recommends extending the contract for the second

option year. Fleet Safety Supply has agreed to maintain the rates and terms provided under the contract.

The term of the second option year is April 1, 2023 to March 31, 2024, with two, one-year options remaining on the agreement.

FISCAL IMPACT:

CIP #: Various

Emergency and amber lighting is expensed to the equipment parts and vehicle and equipment accounts below. Emergency and amber lighting is budgeted as part of each equipment purchase. The requested award of \$175,000 is within the amount budgeted for this expense.

Account Number	Fund Description	Total Budget Amount
31351100-541402	General Fund	\$950,300
31102200-551505	Capital Projects Fund	\$2,016,800
22252200-551505	Capital Projects Fund	\$1,134,563
21212200-551505	Capital Projects Fund	\$930,400
40251300-551505	Electric Utility Fund	\$347,700
41252000-551505	Water Capital Fund	\$926,200