

Legislation Text

File #: 22-0128, Version: 1

CITY COUNCIL AUTHORITY PROCUREMENT AWARDS

ACTION REQUESTED:

Approve the award of Option Year One 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

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. Working with City departments, Fleet Services standardizes 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.

DISCUSSION:

Fleet Safety Supply, Inc. has agreed to renew the contract for an additional year at the same discount percentage.

Fleet Safety Supply consults with City staff as needed to review operational needs and regulatory requirements that impact upfitting. The vendor attends onsite meetings at Fleet Services, offers advanced replacement of failed components and works closely with staff to ensure components are available as needed for vehicle builds in the queue. Fleet Safety Supply has processed 42 orders as of February 1. They have invoiced by unit as asked and maintained build lists by operational use, helping staff maintain standardized builds.

Staff recommends the extension of Contract 21-128 for the first option year. The requested award amount accommodates anticipated supply chain cost increases and radio component changes for the Police Department.

The term of the first extension is April 1, 2022 through March 31, 2023, with three, one-year options to extend.

FISCAL IMPACT:

CIP #: VEH002

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

Account Number	Fund Description	Total Budget Amount
31351100-541402	General Fund	\$922,570
31102200-551505	Capital Projects Fund	\$1,450,038
22252200-551505	Capital Projects Fund	\$3,018,873
21212200-551505	Capital Projects Fund	\$558,200
40251300-551505	Electric Utility Fund	\$680,200
41252000-551505	Water Capital Fund	\$1,096,000