

CITY OF YUBA CITY
STAFF REPORT

Date: September 15, 2020
To: Honorable Mayor & Members of the City Council
From: Fire Department
Presentation By: Jesse Alexander, Fire Chief

Summary

Subject: Division Chief Vehicle Equipment Installation

Recommendation: A. Authorize the use of the funds in the Vehicle Replacement Fund for the purchase and installation of ancillary equipment to sole source vendor in the amount of up to \$14,000.00.

B. Adopt a Resolution authorizing the sole source contract to Cop Shop Installation Inc., of Yuba City, CA for vehicle equipment and installation in the amount of up to \$14,000.00 by utilizing City Purchasing Policies section 8-8.4.2.

Fiscal Impact: \$14,000.00 - Vehicle Replacement Fund Account #6610-69410

Purpose:

Purchase and installation of new ancillary equipment for Division Chief vehicle, finding that it is in the best interest of the City to do so.

Background:

In the 19/20 Fiscal Year, a Capital Acquisition budget request was approved for a new Division Fire Chief vehicle to replace the current one that is 15 years old. Due to an oversight in the Capital Acquisition request, no ancillary funds were requested at that time for transforming the basic vehicle into an emergency response vehicle, which includes light bars, sirens, camper shell, and equipment drawer.

Analysis:

\$50,483.15 was allocated in Vehicle Replacement Fund Acct #6610-69410 to purchase an SUV. The Fire Department was able to purchase a more versatile truck in place of the SUV at a cost of \$36,289.15, leaving a remaining balance of \$14,194. Staff received a quote utilizing a sole source justification from Cop Shop Inc., to purchase and install a light bar, sirens, camper shell and equipment drawer. Staff would like to utilize the remaining funds up to the amount of \$14,000 to hire Cop Shop Inc. to complete the transformation of the Division Chief vehicle. This would require a sole source justification contract with Cop Shop Inc., based on this company being the only emergency vehicle installer for the required emergency equipment in our region.

Fiscal Impact:

\$14,000 – Vehicle Replacement Fund Account #6610-69410

Alternatives:

- 1) Do not authorize the use of funds out of the Vehicle Replacement Fund Acct. #6610-69410.
- 2) Do not adopt a resolution authorizing the sole source contract with Cop Shop Installation Inc., of Yuba City, CA

Recommendation:

- A. Authorize the use of the funds in the Vehicle Replacement Fund for the purchase and installation of ancillary equipment to sole source vendor in the amount of up to \$14,000.00.
- B. Adopt a resolution authorizing the sole source contract to Cop Shop Installation Inc., of Yuba City, CA for vehicle equipment and installation in the amount of up to \$14,000.00 by utilizing City Purchasing Policies Section 8-8.4.2

Attachment:

1. Resolution

Prepared By:

/s/ Jesse Alexander

Jesse Alexander
Fire Department

Submitted By:

/s/ Diana Langley

Diana Langley
Interim City Manager

Reviewed By:

Finance

City Attorney

SM

SLC by email

ATTACHMENT 1

RESOLUTION NO. ____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY
AUTHORIZING THE SOLE SOURCE PURCHASE AND INSTALLATION OF ANCILLARY
EQUIPMENT FOR THE NEW DIVISION CHIEF VEHICLE BY COP SHOP INSTALLATION
INC.**

BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF YUBA CITY AS FOLLOWS:

WHEREAS, in FY 19/20 a Capital Acquisition budget request of \$37,580 was approved to purchase a new Division Fire Chief vehicle to replace the current one that is 15 years old; and

WHEREAS, in the FY 19/20 budget \$50,483.15 was available in the Vehicle Replacement fund Account #6610-69410 to purchase a SUV; and

WHEREAS, the Fire Department was able to purchase a pickup truck in lieu of a SUV for \$36,289.15; and

WHEREAS, the Fire Department would like to utilize the remaining funds up to the amount of \$14,000 to transform the basic vehicle into an emergency response vehicle, which includes light bars, sirens, camper shell and equipment drawer; and

WHEREAS, the City has met the requirements to sole source the equipment purchase and installation pursuant to City Purchasing Policies section 8-8.4.2; and

WHEREAS, the City Council now desires to authorize the sole source purchase and installation of ancillary equipment from Cop Shop Installation Inc., for the newly purchased Division Chief pickup truck.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Yuba City hereby authorizes utilizing the remaining funds from Vehicle Replacement Fund Account #6610-69410 up to the amount of \$14,000 in the form of a sole source contract to hire the Cop Shop Installation Inc. to complete the transformation of the Division Chief vehicle.

The foregoing Resolution was duly and regularly introduced, passed, and adopted by the City Council of the City of Yuba City at a regular meeting thereof held on the 15th day of September, 2020

AYES:

NOES:

ABSENT:

Shon Harris, Mayor

ATTEST:

Patricia Buckland, City Clerk

APPROVED AS TO FORM
COUNSEL FOR YUBA CITY:

Shannon Chaffin, City Attorney
Aleshire & Wynder, LLP