



# City of Sunnyvale

## Agenda Item-No Attachments (PDF)

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### **REPORT TO COUNCIL**

#### **SUBJECT**

Authorize the Issuance of a Blanket Purchase Order in the Amount of \$300,000 to Priority 1 Public Safety Equipment, Inc. for Building and Equipping Public Safety Vehicles (F24-133)

#### **REPORT IN BRIEF**

Approval is requested to authorize the issuance of a blanket purchase order to Priority 1 Public Safety Equipment, Inc. of Belmont, CA in the amount of \$300,000 for removal and installation services of specialized equipment within Public Safety vehicles for a one-year period. Approval is also requested to authorize the City Manager to amend and renew the purchase order for two (2) additional one-year periods, subject to available budget, if pricing and service remain acceptable to the City.

#### **EXISTING POLICY**

Pursuant to Chapter 2.08.040 of the Sunnyvale Municipal Code, City Council approval is required for the procurement of goods and/or services exceeding \$250,000 in any one transaction.

Further, Section 2.08.070(b)(3) authorizes the purchase of goods and/or services to be exempted from the competitive bidding requirements when the solicitations of bids or proposals would be impractical, unavailing or impossible.

#### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

#### **BACKGROUND AND DISCUSSION**

Public Safety vehicles require specialized outfitting for various specific vehicle needs. Priority 1 Public Safety Equipment, Inc. (Priority 1) is a full-service facility that provides specialized equipment removal and installation services for police vehicles. Priority 1 has provided contractual support to the City for many years and has maintained consistent productivity levels, while meeting or exceeding the operational demands for equipment uniformity and operator safety standards.

Currently, there are only two (2) local vendors (one of which is Priority 1) that provide this type of service for DPS vehicles. The City already has contracts with both vendors. Based on Priority 1's current level of service, material, lead time, and pricing, and considering that the City already has contracts with the two (2) local vendors who offer full-service emergency vehicle outfitting, this contract was exempted under SMC Section 2.08.070 from a competitive solicitation process as a solicitation would be unavailing. Staff is requesting a one-year purchase order and for Council to delegate authority to the City Manager to amend and renew the purchase order for two (2) additional one-year periods, not-to-exceed budgeted amounts, and if pricing and service remain acceptable to the City.

This contract will provide sufficient funding to equip the currently anticipated police vehicle orders.

### **FISCAL IMPACT**

Funding for this purchase order is available in the Fleet Services Fund. Funding is provided through Internal Services charges from the various affected departments based on equipment used.

### **PUBLIC CONTACT**

Public contact was made by posting the Council meeting agenda on the City's official-notice bulletin board at City Hall, at the Sunnyvale Public Library and in the Department of Public Safety Lobby. In addition, the agenda and this report are available at the NOVA Workforce Services reception desk located on the first floor of City Hall at 456 W. Olive Avenue (during normal business hours), and on the City's website.

### **RECOMMENDATION**

Take the following actions:

- Authorize the issuance of a blanket purchase order to Priority 1 Public Safety Equipment, Inc. for building and equipping Public Safety vehicles, in the amount of \$300,000; and
- Authorize the City Manager to amend and renew the blanket purchase order for two additional one-year periods, subject to available budget and acceptable pricing and services.

Prepared by: David Battaglia, Purchasing Officer

Reviewed by: Tim Kirby, Director of Finance

Reviewed by: Phan Ngo, Chief of Public Safety

Reviewed by: Chip Taylor, Director of Public Works

Reviewed by: Jaqui Guzmán, Deputy City Manager

Approved by: Kent Steffens, City Manager