

**City of Palmer
Action Memorandum No. 16-019**

Subject: Authorize the City Manager to Purchase Two New Police Patrol Vehicles and Equipment in the Amount of \$88,230, as Approved by the 2016 Budget, and to Purchase the Vehicles Under the Governmental and Proprietary Procurements Section of Palmer Municipal Code 3.21.230, by Attaching to the State of Alaska Contract Pricing

Agenda of: February 23, 2016

Council Action: Authorized

Originator Information:

Originator: Chief of Police
Date: January 27, 2016 **Requested agenda date:** February 23, 2016

Department Information:

Route to:	Department Director:	Signature:	Date:
	Community Development		
	Finance		
X	Public Safety		1-27-16
	Public Works		

Approved for presentation by:

	Signature:	Remarks:
City Manager		
City Attorney		
City Clerk		

Certification of Funds:

Total amount of funds listed in this legislation: \$ 88,230

This legislation (√):

Has no fiscal impact Creates a positive impact in the amount of: \$ _____
 Negative impact in the amount of: \$ 88,230

Funds are (√):

Budgeted Line item(s): 01-12-10-6053 (Equipment)
 Not budgeted Affected line item(s): _____

General fund assigned balance (after requested budget modification): \$ _____

Enterprise unrestricted net position (after requested budget modification): \$ _____

Director of Finance Signature: 

Summary statement:

In the 2016 City of Palmer Council approved budget, funds were budgeted for the purchase of two new police patrol vehicles.

This action memorandum authorizes the City Manager to purchase two new police vehicles from Worthington Ford at a combined cost of \$54,135 using the current State of Alaska contract pricing. This action memorandum also authorizes the balance of the funds to be used for the purchase and installation of the emergency vehicle equipment required for safe patrol operations. The emergency equipment and installation will be from Alaska Safety Inc., also using current State of Alaska contract pricing.

The City of Palmer Administration chose to take advantage of its ability to attach to the State of Alaska contract for purchase of patrol vehicles for the following reasons:

- The City of Palmer did not bear the expense and resources of preparing and carrying out the typical bid process;
- The City of Palmer, by attaching itself to the State of Alaska that purchases many light duty vehicles per year, enjoys a greater discount versus buying patrol vehicles every few years; and
- The City of Palmer benefits from the fact that the State of Alaska procurement is locked into fuel, freight, and production rates based on last fall's pricing that is normally lower than the escalating fuel and steel surcharges that have increased shipping and production costs.

3.21.230 Governmental and proprietary procurements.

- A. The purchasing officer may contract, without the use of the competitive source selection procedures of this chapter, for the following supplies, services, professional services or construction:
 1. For contracts, including reimbursable agreements, with federal, state or local units of government or utility provider where the city has a financial responsibility or beneficial interest in entering into an agreement.
 2. For contracts issued pursuant to any federal, state, or local government contract where the city is an authorized user, or where the resulting contractor agrees to extend the same terms, conditions, and pricing to the city as those awarded under the original contract, all in accordance with PMC 3.21.240. Such agreements shall be limited to those contracts where the award is issued pursuant to a formally advertised solicitation.
 3. For contracts where the purchasing officer determines in writing that the city's requirements reasonably limit the source for the supplies, services, professional service or construction to one person.
- B. All contract awards under this section, and any amendments thereto, shall be subject to the applicable approval requirements of PMC 3.21.090 prior to execution.
- C. No contractor may provide supplies, services, professional services, or construction to the city before the applicable requirements of this section are first satisfied. (Ord. 644 § 4, 2004)

Administration recommendation: Authorize action memorandum 16-019.