CITY OF PALMER
ACTION MEMORANDUM NO. 12-030

Subject: Authorize the City Manager to Purchase Two New Police Patrol Vehicles in the amount of $51,256, as Approved by the 2012 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: April 10, 2012

Council Action: Authorized

Approved for presentation by:

City Manager Douglas B. Griffin
City Attorney
City Clerk

Certification of Funds:

Total amount of funds listed in legislation: $ 51,256

This legislation (√):
____ Has no fiscal impact

Creates:
____ A negative fiscal impact in the amount of: $ _____
____ A positive fiscal impact in the amount of: $ _____

X Funds are budgeted from this (these) line item(s):
- 01-12-10-6053

____ Funds are not budgeted. Budget modification is required. Affected line item(s):
-

Unrestricted/undesignated fund balance (after budget modification) $ _____

Director of Finance signature certifying funds: _____

Attachment(s):
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Summary statement: In the 2012 City of Palmer Council approved budget, funds were budgeted for the purchase of two new police patrol vehicles.

This action memorandum requests authorization to purchase two new police cars from Kendall Ford at a cost of $25,628 each, using the current State of Alaska contract pricing. The vehicles to be purchased are Ford Explorers.

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 two patrol vehicles every one to two 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 considerably lower than the rapidly escalating fuel and steel surcharges that have increased shipping and production costs over the last six months.

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: Approve action memorandum 12-030.