



Office of the City Manager

CONSENT CALENDAR
May 23, 2023

To: Honorable Mayor and Members of the City Council
From: Dee Williams-Ridley, City Manager
Submitted by: Liam Garland, Director, Department of Public Works
Subject: Purchase Order: 72 Hour, LLC, dba National Auto Fleet Group for Upfitting of Crime Scene Unit Cargo Van

RECOMMENDATION

Adopt a Resolution satisfying requirements of City Charter Article XI Section 67.2 allowing the City Manager to participate in Sourcwell bid procedures and authorize the City Manager to execute a purchase order for upfitting the Transit 350 Low Roof XL Cargo van with 72 Hour LLC, dba National Auto Fleet Group, in an amount not to exceed \$164,000.

FISCAL IMPACTS OF RECOMMENDATION

The cost for the Cargo Van interior upgrade will not exceed \$164,000 and includes Sales Tax and Delivery fees. Funding for the purchase of Van interior equipment is available in the FY 2023 budget for Equipment Replacement Fund (Account Code 671-54-626-723-0000-000-473-664120).

CURRENT SITUATION AND ITS EFFECTS

This purchase is an interior upgrade to modify the Cargo Van into a mobile office space in support of the City's Police Department Crime Scene Unit (CSU). The interior upgrade will support crime scene evidence collection services within and outside the City of Berkeley. The design allows staff to respond to any crime scene scenario and adequately process evidence collection in a secure and climate-controlled environment. The package includes a Tower Light to provide lighting during night operations; a climate control system to preserve the integrity of the evidence collected, a laboratory and workspace area for processing evidence, and cabinetry to securely load evidence, supplies, and equipment for transport. Additionally, Crime Scene Unit staff often travel to neighboring East Bay Cities including San Francisco and Sacramento for evidence collection.

This purchase supports the strategic Plan Goal of creating a resilient, safe, connected, and prepared City.

BACKGROUND

City Charter XI Section 67.2 allows the City to purchase goods without undergoing a competitive bid process if the City utilizes pricing obtained by another entity through a competitive process.

The City of Berkeley has been a no-cost member and participant of Sourcewell (formerly National Joint Powers Alliance), a municipal contracting agency operating under the legislative authority of Minnesota statute 123A.21. The original statute was revised in 1995 to allow government clients to better meet their specific needs through participation in a service cooperative, rather than paying higher costs associated with individual procurement. Sourcewell allows participating municipal agencies to leverage the benefits of cooperative purchasing and reduces procurement costs. Sourcewell serves educational, government, and non-profit agencies nationwide, and offers cooperative contracted products, equipment, and service opportunities to government entities throughout the U.S.

All Sourcewell contracts have been competitively solicited nationwide. On July 28, 2021, Sourcewell released Request for Proposal No. 091521 for automobiles, sport utility vehicles, vans, and light trucks with related equipment and accessories. The solicitation was released for approximately fifty days and thirteen proposals were submitted and received. Upon review, the Sourcewell proposal evaluation committee selected 72 Hour, LLC dba National Auto Fleet Group as the best most responsive proposer to meet the specifications thusly awarding Contract No. 091521-NAF.

For all contracts, Sourcewell charges an administrative fee based on the percentage of the sale, and that fee is paid by the Contractor directly to Sourcewell. For this purchase, the fee will be paid by 72 Hour, LLC dba National Auto Fleet Group and will not be passed on to the City of Berkeley.

National Auto Fleet Group sub-contractor TriVan Truck Body will complete the upfit for the van. TriVan is one of the few vendors who is experienced in completing the specialized service. The City initially started with a local vendor but that vendor is no longer in business. TriVan is located in Washington State and has completed other work to the satisfaction of the City. TriVan Truck Body will complete the specialized service and will deliver the vehicle to the City of Berkeley for a final inspection.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects, climate impacts, or sustainability opportunities associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

The upfitting of the van is necessary to ensure that Crime Scene Unit staff can efficiently and effectively carry out their duties.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

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Joy Brown, Operations Manager, Department of Public Works (510) 981-6629

Greg Ellington, Superintendent, Department of Public Works (510) 981-6490

Attachment:

1. Resolution

RESOLUTION NO. ##,###-N.S.

PURCHASE ORDER: 72 HOUR, LLC DBA NATIONAL AUTO FLEET GROUP FOR
UPFITTING OF ONE CRIME SCENE UNIT CARGO VAN

WHEREAS, upfitting is needed for one 2022 Transit 350 Low Roof XL Cargo Van Van to modify the Cargo Van into a mobile office space in support of the City's Police Department Crime Scene Unit (CSU) Staff; and

WHEREAS, City Charter XI Section 67.2 allows the City to purchase goods without undergoing a competitive bid process if the City uses pricing obtained by another entity through a competitive bid process; and

WHEREAS, on October 28, 2021 both the Public Works Equipment Maintenance and Finance-General Service Divisions purchased a cargo van piggybacking off County of Alameda Contract PO 901979 and The Ford Store Deal #34258; and

WHEREAS, the County of Alameda General Services Agency bid procedures satisfied the procurement requirements of the City of Berkeley; and

WHEREAS, the specialized upfitting of the cargo van will be purchased piggybacking off Sourcewell Contract No. 091521-NAF. Sourcewell Contract procedures satisfy the procurement requirement of the City of Berkeley and;

WHEREAS, funds in the amount of \$164,000 is available in the FY 2023 Equipment Replacement fund 671 (671-54-626-723-0000-000-473-664120).

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a purchase order satisfying requirements of City Charter Article XI Section 67.2 allowing the city to participate in Sourcewell (formerly NJPA) bid procedures to purchase upfitting for one Transit 350 Low Roof XL Cargo van with 72 Hour, LLC dba National Auto Fleet Group in an amount not to exceed \$164,000.