

# STAFF REPORT

## *City Council Consent Item*

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**DATE:** December 19, 2022

**TO:** Honorable Mayor and Council Members

**FROM:** Casey J. Day, Chief of Police

**THROUGH:** Merritt Perry, City Manager

**SUBJECT:** Supplemental Budget Request for the Purchase of Two Police Vehicles

**STAFF RECOMMENDATION:**

Approve a Supplemental Budget Request (SBR) for the Purchase of two (2) police vehicles to provide funding in the current fiscal year that was previously approved for last fiscal year, but delayed due to supply shortages.

**EXECUTIVE SUMMARY:**

The City Council approved a supplemental budget request for the two purchases of two police vehicles using a combination of City Funds from Asset Forfeiture and USDA grant funds in fiscal year 2021-2022. Due to supply shortages, the vehicles were not available until the current fiscal year (2022-2023). Therefore, it is necessary to adjust the current year budget to reflect the purchase that needs to be made. The budget for the purchase remains the same as was approved by the Council on September 20, 2021.

The estimated cost for the purchase and outfitting of the vehicles is \$120,000 and included two (2), 2022, Ford, Police Explorer, 4-Door, hybrid, AWD, vehicles with police equipment package and installation, graphics installation and all applicable taxes and fees. The vehicles will be purchased from *Downtown Ford Sacramento* as a “piggy back” based on a previous competitive bid by the State of California for the same vehicles.

The estimate for the vehicle purchase and outfitting is summarized in the table below:

Item	Estimated Cost
Purchase of Vehicles from Downtown Ford	\$83,201.54
Equipment Package from Superior Installs	\$30,160.00
Vehicle Detailing by Visual Concepts	\$1,500.00
Contingency	\$5,000
<b>Total</b>	<b>\$119,861.54</b>

**FISCAL IMPACT:**

The purchase of the vehicles will cost the City \$120,000, including \$70,000 from the Asset Seizure Fund (180-8000-2000), and \$50,000.00 from the 2021 USDA Rural Assistance Grant.

**RECOMMENDED COUNCIL ACTION:**

Approve a Supplemental Budget Request (SBR) for the Purchase of four police vehicles that recognizes revenue from the USDA Rural Assistance Grant, and provides matching funds from the City's' Asset Seizure and the City's General Fund. Consent agenda vote.

**ATTACHMENTS:**

1. Supplemental Budget Request