



# AGENDA REPORT

## Public Works

<b>DATE:</b>	June 7, 2022
<b>TO:</b>	Mayor Butt and Members of the City Council
<b>FROM:</b>	Joe Leach, PE, Director of Public Works Dee Karnes, Fleet Maintenance Superintendent
<b>Subject:</b>	First Amendment to a Contract with Hi-Tech Emergency Vehicle Service for Apparatus Repairs
<b>FINANCIAL IMPACT:</b>	The proposed additional \$170,000 expenditure will come from the proposed Public Works Fleet Maintenance budget for FY 2022-2023, and the department will budget accordingly for FY 2023-2024 – 01235031-400501
<b>PREVIOUS COUNCIL ACTION:</b>	September 20, 2022 – Council approved for a two-year service contract with Hi-Tech EVS for \$170,000.
<b>STATEMENT OF THE ISSUE:</b>	The Department of Public Works is requesting City Council approval to amend the contract with Hi-Tech Emergency Vehicle Services for parts and repair services to police and fire apparatus.
<b>RECOMMENDED ACTION:</b>	APPROVE a first amendment to the contract with Hi-Tech Emergency Vehicle Services for parts and repair services for police and fire apparatus, extending the term two years through June 30, 2024, and increasing the contract payment limit by \$170,000, for a total amount not to exceed \$340,000 – Public Works (Joe Leach 620-5478).

## DISCUSSION:

The Richmond Fire and Police Departments (RFD/RPD) currently operate and maintain approximately twenty-five (25) custom-built Hi-Tech Emergency Vehicle Services (EVS) fire and police apparatus, including the following brands: EVI, Spartan, and Crimson. All units have an expected service life of fifteen (15) years.

All apparatus were custom built by Hi-Tech EVS to the exact specifications set forth by the RFD, RPD, and Fleet Maintenance staff. Hi-Tech EVS is the logical choice for repair of the RFD and RPD fleet because they are the only EVI authorized repair facility in Northern California that can perform warranty work for EVI apparatus. Hi-Tech EVS is also the only Crimson and LTI repair facility in Northern California. In addition, Hi-Tech EVS is an authorized repair facility to perform warranty work on Spartan apparatus. There are no other dealerships in Northern California that can perform all the above-mentioned brands of fire and police apparatus warranty work in one location.

The original contract with Hi-Tech EVS was based on a two-year sole source justification (approved by Finance on June 22, 2020). A new two-year sole source justification form was approved on May 17, 2022.

**DOCUMENTS ATTACHED:**

- Attachment 1 – Original Contract
- Attachment 2 – First Amendment to the Contract
- Attachment 3 – Approved 2020-2022 Sole Source Justification
- Attachment 4 – Approved 2022-2024 Sole Source Justification
- Attachment 5 – Hi-Tech EVS Certificate of Insurance