



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** May 11, 2020
SUBJECT: Authorize the City Manager to execute a contract with GT Distributors, Inc., for Public Safety and Fleet supplies and equipment through BuyBoard Contract Number 603-20, for an annual amount not to exceed \$145,000.
PRESENTER: Mark Mills, Director of Finance

SUMMARY:

The City Council is requested to consider and authorize the City Manager to enter into a contract with GT Distributors, Inc., for Public Safety and Fleet supplies and equipment through BuyBoard Contract Number 603-20. The contract term is for one year with two (2) one-year renewals, and would be for an annual amount not to exceed \$145,000 for each year of the contract.

GENERAL DESCRIPTION:

For FY19-20, the Police Department and Fleet Department have utilized GT Distributors' BuyBoard Purchasing Cooperative Program contract for the purchase of ammunition and gear. By participating in the BuyBoard program, the city is meeting all state competitive bidding requirements for this purchase. During the FY19-20 budget process, City Council approved the funding for the purchase of ammunition for state-mandated firearms qualifications, duty issue, and specialty impact munitions. For purchases under this agreement, each department is quoted by the vendor for supplies and equipment depending on need. Because year-to-date expenditures with GT Distributors are reaching levels that exceed \$50,000, staff is required to seek Council's approval for further purchases with this vendor. The total amount for all departments for purchases under this contract will not exceed \$145,000 annually.

As long as funds are appropriated in the city's annual budget each year, North Richland Hills would be able to take advantage of the available pricing for the current contract year as well as the two (2) one-year renewals. As long as the terms and conditions of the contract do not change, the remaining renewals will not require additional City Council approval.

RECOMMENDATION:

Authorize the City Manager to enter into a contract with GT Distributors, Inc., for Public Safety and Fleet supplies and equipment through BuyBoard Contract Number 603-20 for an annual amount not to exceed \$145,000.