



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: SEPTEMBER 6, 2022**

FROM: POLICE DEPARTMENT **WARDS: ALL**

SUBJECT: INCREASE ANNUAL PURCHASE ORDER NO. 230058 by \$221,316, FOR A TOTAL PO AMOUNT OF \$266,316, WITH HELI-MART, INC., AND INCREASE ANNUAL PURCHASE ORDER NO. 230093 BY \$119,257, FOR A TOTAL PO AMOUNT OF \$164,257, WITH H.E.R.O.S., INC., FOR THE REPAIR AND MAINTENANCE OF HELICOPTERS INCLUDING PARTS AND LABOR

ISSUES:

Authorize an increase to Annual Purchase Order No. 230058 by \$221,316, for a total PO amount of \$266,316, with Heli-Mart Inc. and increase to Annual Purchase Order No. 230093 by \$119,257, with H.E.R.O.S., Inc., for a total PO amount of \$164,257, for the repair and maintenance of the Police Department helicopters including parts and labor.

RECOMMENDATIONS:

That the City Council:

1. Authorize an increase to Annual Purchase Order No. 230058 by \$221,316, for a total PO amount of \$266,316, with Heli-Mart, Inc., for the repair and maintenance of the Police Department helicopters including parts and labor; and
2. Authorize an increase to Annual Purchase Order No. 230093 by \$119,257, for a total PO amount of \$164,257, with H.E.R.O.S., Inc., for the repair and maintenance of the Police Department helicopters including parts and labor.

BACKGROUND:

The Riverside Police Department (RPD) Aviation Unit provides aerial support for ground operations in observing, preventing and interdicting criminal activity. The fleet consists of two McDonnell Douglas helicopters. Helicopter N911RP was obtained used in 1995 and has more than 16,000 hours of flight time. Helicopter N951Rp was obtained used in 2008 and has more than 8,600 hours of flight time. Part replacements are required when the helicopters reach specific flight hours. For Fiscal Year 2022-2023 it is expected that nearly \$460,000 in equipment, repair parts and services will be required. This does not include unanticipated maintenance that may arise.

DISCUSSION:

The Police Department (RPD) has PO No. 230058 with Heli-mart, Inc. for helicopter parts & repairs for the Police Department aviation unit in the amount of \$45,000. The Police Department expects that a total of \$266,316 in parts and repairs will need to be completed by Heli-Mart, Inc., this fiscal year. Helicopter parts and repairs include, but are not limited to, M/R transmission, main rotor blades, T/R driveshaft coupling, T/R pitch control, T/R blades, M/R XMSN oil & filters, overrunning clutch, starter generator and battery. Increasing the PO to \$266,316, would allow the Department to purchase the required parts and labor as described.

In addition, RPD has PO No. 230093 with H.E.R.O.S., Inc., for helicopter parts & repairs for the Police Department aviation unit in the amount of \$45,000. The Police Department expects that a total of \$164,257 in parts and repairs will need to be completed by H.E.R.O.S., Inc., this fiscal year. Helicopter parts and repairs include, but are not limited to, fuel control strainer and a backup engine for helicopter N951RP. Increasing the PO to \$164,257, would allow the Department to purchase the required parts and labor as described.

A list of anticipated parts and repairs are included as an attachment to this report.

The parts will be purchased in accordance with Purchasing Resolution No. 23812, Sections 602(e) which state, "Competitive Procurement through the Informal Procurement and Formal Procurement process shall not be required in any of the following circumstances, "When the Procurement consists of replacement parts for the City's vehicles and aviation units, and other motorized Fleet related equipment" and labor will be completed in accordance with section 702(e), "When the Procurement consists of services needed for the replacement parts for the City's vehicles and aviation units, and other motorized Fleet related equipment."

The Purchasing Manager concurs that this purchase is in compliance with Purchasing Resolution No. 23812, Section 602(e) and 702(e).

STRATEGIC PLAN ALIGNMENT:

This item contributes to Strategic Priority No. 2 *Community Well-Being* and Goal No. 2.4 – Support programs and innovations that enhance community safety, encourage neighborhood engagement, and build public trust.

This item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – Maintaining the Police Department helicopters will allow the Department to continue to use these assets to support the RPD Aviation Units primary purpose to provide aerial support for ground operations in observing, preventing, and interdicting criminal activity.
2. **Equity** – The RPD provides public safety services to all residents in the City of Riverside with support of the Aviation Unit. The proposed helicopter maintenance will allow the Department to continue to provide aerial support of which every member of the community will share in the benefits.
3. **Fiscal Responsibility** – The Police Department has weighed the benefits of providing aerial support to the City against the cost of maintaining the helicopters and determined

the cost to be reasonable and fiscally responsible. The proposed helicopter maintenance is necessary for the Police Department to maintain the current level of public service.

4. **Innovation** – Aviation units allow the Department to be inventive and timely in meeting the community's changing needs and provide the Police Department with an additional tool to provide public safety services to the community.
5. **Sustainability & Resiliency** – The proposed helicopter maintenance will allow the Police Department to continue to provide aerial support. The ability for the Police Department to use this valuable tool will help the City persevere, adapt and grow as the needs of the community change.

FISCAL IMPACT:

The total fiscal impact of the action is \$340,573. Sufficient funds are budgeted and available in the General Fund, Police Aviation, Non-Stock Inventory Account No. 3120000-424210.

Prepared by:	Larry V. Gonzalez, Chief of Police
Certified as to availability of funds: Officer/Treasurer	Edward Enriquez, Assistant City Manager/Chief Financial
Approved by:	Edward Enriquez, Interim Assistant City Manager
Approved as to form:	Phaedra Norton, City Attorney

Attachment: Proposed Helicopter Parts List for Fiscal Year 2022-2023