



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: NOVEMBER 9, 2021

FROM: POLICE DEPARTMENT WARDS: ALL

SUBJECT: INCREASE ANNUAL PURCHASE ORDER NO. 220058 BY \$115,000 FOR A TOTAL PO AMOUNT OF \$160,000 WITH HELI-MART, INC. FOR THE REPAIR AND MAINTENANCE OF THE POLICE DEPARTMENT HELICOPTERS INCLUDING PARTS AND LABOR

ISSUE:

Authorize an increase to Annual Purchase Order No. 220058 by \$115,000 for a total PO amount of \$160,000 with Heli-Mart, Inc. for the repair and maintenance of the Police Department helicopters including parts and labor.

RECOMMENDATION:

That the City Council authorize an increase to Annual Purchase Order No. 220058 by \$115,000 for a total PO amount of \$160,000 with Heli-Mart, 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 14,500 hours of flight time. Helicopter N951Rp was obtained used in 2008 and has more than 7,600 hours of flight time. Routine maintenance and part replacements are required when the helicopters reach specific flight hours. For Fiscal Year 2021-2022 it is expected that nearly \$300,000 in maintenance and repair will be required. This does not include unanticipated maintenance that may arise.

On October 26, 2021, the City Council approved a Service Agreement with H.E.R.O.S., Inc. of Chandler, Arizona, for the overhaul of the Gearbox and Turbine of one of the Police Department helicopters in the amount of \$125,740.85 and authorized a 10% change order authority in the amount of \$12,574. The cost of these repairs is included in the FY2021-2022 anticipated maintenance cost of \$300,000 previously mentioned.

DISCUSSION:

The Police Department currently has PO 220058 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 nearly \$160,000 in parts and repairs will need to be completed by Heli-Mart, Inc. this fiscal year.

Therefore, the Police Department is requesting that PO 220058 with Heli-Mart, Inc. be increase by \$115,000 for a total PO amount of \$160,000. Helicopter parts and repairs include, but are not limited to, M/R hub assembly, blower and belt bearings, M/R swashplate, horizontal stabilizer, and Stater Generator. A list of anticipated parts and repairs are include as an attachment to this report. Increasing the PO to \$160,000, would allow the Department to purchase the required parts and labor as described.

The parts will be purchased in accordance with Purchasing Resolution No. 23256, Sections 602(d) 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 labor will be completed in accordance with section 702(d), "When the Procurement consists of services needed for the replacement parts for the City's vehicles, aviation units, and other City equipment."

The Purchasing Manager concurs that this purchase is in compliance with Purchasing Resolution No. 23256, Section 602(d) and 702(d).

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 a \$115,000. Funds are budgeted and available in the General Fund, Police Aviation Unit, Non-Stock Inventory Account No. 3120000-424210.

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

Attachment: Proposed Helicopter Parts List for Fiscal Year 2021-2022