



City of San Antonio

Agenda Memorandum

File Number: 16-5283

Agenda Item Number: 4.

Agenda Date: 11/3/2016

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: CityWide

SUBJECT:

Ratification of Purchase with Pearson Education for SAPD Criminal Investigation Textbooks

SUMMARY:

This ordinance ratifies the purchase of 450 Criminal Investigation textbooks from Pearson Education under GSA contract # GS-02F-037AA in the amount of \$62,677.80. The delivery of textbooks was required by October 10, 2016, to ensure every police officer registered for the promotional exam would have the same opportunity and resources for exam preparation and success. Funding is available from the FY 2017 Police Department Operating Budget.

BACKGROUND INFORMATION:

Submitted for Council action is the ratification for the purchase of 450 Criminal Investigation textbooks for the upcoming Detective-Investigator's promotional exam scheduled for January 18, 2017. These textbooks were required to be delivered by October 10, 2016 in order to be distributed to all personnel registered for the exam by October 17, 2016. Per the Collective Bargaining Agreement, the study materials must be made available to eligible candidates not less than 90 days prior to the examination. In order to expedite the purchase and delivery of these textbooks to meet SAPD's timeline, the purchase was made through a federal supply schedule of the United States General Services Administration (GSA), as authorized under Texas Local Government Code 271.103, which satisfies the legal requirement to seek competitive bids. Pearson Education quoted \$139.284 for each textbook inclusive of a 27% discount under GSA contract # GS-02F-037AA. Funding in the

amount of \$62,677.80 is available from the FY 2017 Police Department Operating Budget.

ISSUE:

This ordinance will ratify the purchase of 450 Criminal Investigation textbooks for the upcoming Detective-Investigator's promotional exam.

This purchase is exempt from the SBEDA Ordinance and the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to goods/supplies contracts, so no preference was applied to this contract.

ALTERNATIVES:

This purchase was necessary to ensure delivery of 450 Criminal Investigation textbooks for the upcoming Detective-Investigator's promotional exam scheduled for January 18, 2017. Per the Collective Bargaining Agreement, study materials must be made available to eligible candidates not less than 90 days prior to the examination.

FISCAL IMPACT:

A quote in the amount of \$62,677.80 from Pearson Education was reviewed and approved by the SAPD on September 23, 2016. Funding in the amount of \$62,677.80 is available from the FY 2017 Police Department Operating Budget.

RECOMMENDATION:

Staff recommends approval of the ratification for the purchase of 450 Criminal Investigation textbooks from Pearson Education in the amount of \$62,677.80 for the upcoming Detective-Investigator's promotional exam.

This purchase was procured through a cooperative purchasing and a Contract Disclosure Form is not required.