

Council Meeting of  
July 20, 2010

Honorable Mayor and Members  
of the City Council  
City Hall  
Torrance, California

**Members of the Council:**

**SUBJECT: Police – Authorize the purchase of furniture for the Police Briefing/Assembly Rooms. Expenditure: \$39,955.81.**

**RECOMMENDATION**

Recommendation of the Police Chief that City Council:

- 1) Appropriate \$39,094.84 from the El Camino Training Fund and \$860.97 from the Police operating budget for the purchase of tables and chairs for the Police Briefing/Assembly Rooms; and
- 2) Authorize a purchase order to CSI Fullmer of Pasadena, California in the amount of \$39,955.81 for the above furniture purchase.

**FUNDING**

Funds are available in the El Camino Training Fund and the Police operating budget.

**BACKGROUND**

The Police Department regularly hosts local and regional training in its partitioned Briefing/Assembly Rooms located in the basement of the Police facility. The rooms are most often used for daily Patrol briefings, meetings, and training for Police Department personnel. They are also used for inter-departmental and inter-agency meetings and training. The Police Department frequently hosts law enforcement training with participants attending from across the Southern California region and from out of state.

**ANALYSIS**

The Briefing/Assembly Rooms are furnished with chairs and folding tables that are worn, stained, damaged from heavy use, and in need of replacement. Appropriate replacements have been identified. Staff recommends that a purchase order be issued to CSI Fullmer of Pasadena, California, in the amount of \$39,955.81, for tables and chairs for the Police Briefing/Assembly Rooms.

Staff has identified monies immediately available in the El Camino Training Fund as appropriate for this purchase. Staff also recommends appropriating \$860.97 from the Police operating budget to complete the purchase and capitalize on available cost savings to the City.

The Cooperative Purchasing Network (TCPN) is a national governmental purchasing cooperative that competitively bids and awards contracts to national vendors. Contracts are available for use to benefit all state and local government agencies. TCPN has awarded a contract (#M0732) for furniture to Allsteel of Muscatine, IA. CSI Fullmer of Pasadena, California is the local authorized dealer for this contract. As a result of ordering these tables and chairs from the TCPN contract, the City will receive a discount of 64%.

Torrance Municipal Code Section 22.3.15 (EXCEPTIONS COOPERATIVE PURCHASES) allows an exception to formal bid for cooperative purchases. The Municipal Code states:

- "a) The provisions of this Article will not apply to purchases made pursuant to any cooperative governmental purchase program, which purchases will be made in accordance with such procedures and regulations as shall be established by the City Manager.
- b) For the purposes of this Section, the term cooperative governmental purchase program means any combination between the City of Torrance and any other public agency or public agencies for the joint purchase of property or services."

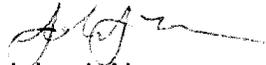
Respectfully Submitted,

JOHN J. NEU  
CHIEF OF POLICE



By Lt. Ross Bartlett  
Services Division Commander

CONCUR



John J. Neu  
Chief of Police



LeRoy J. Jackson  
City Manager