



AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Cassey Ogden
DATE: November 19, 2024

SUBJECT

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Action Target Inc., for the purchase and installation of filters with waste removal for the indoor gun range for the Police Department; providing for the expenditure of funds therefor; and providing an effective date (RFP 8619 – awarded to Action Target Inc., for three (3) years, with the option for two (2) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$213,785.66).

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Promote Sustainability and the Environment.

INFORMATION/BACKGROUND

The Denton Police Department’s (DPD) indoor range has been operational since 2023. The indoor range requires an extensive air filtration system to remove air contaminants (primarily lead) that accumulate from the discharge of firearms during training and qualifications. The ventilation system is equipped with sensors that will notify range personnel when they are near the end of their service life. Based on current usage, the vendor suggested that the department will need to replace the 34 Hi-Flo SR bag filters every three (3) to six (6) months along with the Absolute VG-SR HEPA filters every 18 months to effectively capture air contaminants that are created from DPD gun range use. Additionally, the department will need a vendor who also provides any necessary materials for handling the removal and safe disposal of the filters.

Usage of the indoor range is mandatory for DPD officers to maintain their peace officer certifications. The Texas Commission on Law Enforcement (TCOLE) requires officers to qualify regularly with handguns, shotguns, and rifles carried in the performance of their duties. City Facilities personnel will not handle or change these filters as they are deemed hazardous materials due to lead contamination.

Projected Spend

| | 2024-25 | 2026-2027** | 2028-2029** | Total |
|-------------------|----------------|--------------------|--------------------|--------------|
| HEPA Filters x 34 | \$21,079.66 | \$31,521.00 | \$34,673.00 | \$87,273.66 |
| Bag Filters x 34 | 7,782.60 | 16,894.00 | 18,583.00 | 43,259.60 |
| Waste Removal | 9,999.40 | 10,999.00 | 12,099.00 | 33,097.40 |
| Labor | 10,500.00 | 11,550.00 | 12,705.00 | 34,755.00 |

| | 2024-25 | 2026-2027** | 2028-2029** | Total |
|------------------|--------------------|--------------------|--------------------|---------------------|
| Equipment Rental | 2,000.00 | 2,200.00 | 2,420.00 | 6,620.00 |
| Shipping | 2,652.00 | 2,917.00 | 3,211.00 | 8,780.00 |
| Total | \$54,013.66 | \$76,081.00 | \$83,691.00 | \$213,785.66 |

****The cost is calculated for a replacement every 18 months.**

Requests for Proposals were sent to 164 prospective suppliers of this item, including six (6) Denton firms. In addition, specifications were placed on the Procurement website for prospective suppliers to download and advertised in the local newspaper. Two (2) proposals were received and evaluated based upon published criteria including compliance with specifications, probable performance, and price. Based upon this evaluation, Action Target, Inc. was ranked the highest and determined to be the best value for the City.

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| NIGP Code Used for Solicitation: | 680 - Police and Prison Equipment and Supplies |
| Notifications sent for Solicitation sent in IonWave: | 164 |
| Number of Suppliers that viewed Solicitation in IonWave: | 9 |
| HUB-Historically Underutilized Business Invitations sent out: | 22 |
| SBE-Small Business Enterprise Invitations sent out: | 73 |
| Responses from Solicitation: | 2 |

RECOMMENDATION

Award a contract with Action Target Inc., for the purchase and installation of filters with waste removal for the indoor gun range for the Police Department, in a three (3) year, with the option for two (2) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$213,785.66.

PRINCIPAL PLACE OF BUSINESS

Action Target Inc.
Provo, UT

ESTIMATED SCHEDULE OF PROJECT

This is an initial three (3) year contract with options to extend the contract for two (2) additional one (1) year periods, with all terms and conditions remaining the same.

FISCAL INFORMATION

These products and services will be funded through the Police Technology Operating Budget 830003.7804. Requisition #167129 has been entered into the Purchasing software system in the amount of \$54,014.87. The budgeted amount for this item is \$213,785.66.

EXHIBITS

Exhibit 1: Agenda Information Sheet
Exhibit 2: Pricing Evaluation
Exhibit 3: Ordinance and Contract

Respectfully submitted:
Lori Hewell, 940-349-7100
Purchasing Manager

For information concerning this acquisition, contact: Tiffany Wei, 940-349-7816.

Legal point of contact: Marcella Lunn at 940-349-8333.