

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: Police

AGENDA DATE: August 9, 2011

CONTACT PERSON NAME AND PHONE NUMBER: Assistant Chief Eric Shelton / 564-7301

DISTRICT(S) AFFECTED: All

SUBJECT:

That the City Manager approve the Interlocal Cooperation Contract, (two copies of original), between the City of El Paso and the Texas Department of Public Safety (DPS) Reprographics & Distribution Services which allows the City to purchase supplies from DPS Reprographics & Distribution Services at a later time as needed, from September 1, 2011 through August 31, 2013, for the Police Department's use in conducting DWI breath tests."

BACKGROUND / DISCUSSION:

DPS Reprographics & Distribution Services provides forms, manuals, and supplies to the Department to use in the Breath-Alcohol Testing Program. The objective of this contract is to control and establish uniform procedures, paperwork and supplies used in the mentioned program. DPS Reprographics & Distribution Services is the sole service and supplies provider.

PRIOR COUNCIL ACTION:

City Manager, Joyce A. Wilson signed contract agreement on August 11, 2009 with Assistant City Attorney John R. Batoon approving as to form.

AMOUNT AND SOURCE OF FUNDING:

Estimated amount of \$5,000/per year, estimated \$10,000.00 total.
Breath Alcohol Testing Program Funding: 21150070 - P500239 - 16416.

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

A/C M Gardner for Chief Greg Allen

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager be authorized to sign an Interlocal Cooperation Contract between the City of El Paso and Texas Department of Public Safety (DPS) which will allow the City to purchase supplies from DPS at a later time as needed, from September 1, 2011 through August 31, 2013, for the Police Department's use in conducting DWI breath tests.

APPROVED this 9th day of August, 2011.

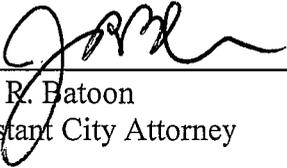
THE CITY OF EL PASO

John F. Cook
Mayor

ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:



John R. Batoon
Assistant City Attorney

INTERLOCAL COOPERATION CONTRACT

THE STATE OF TEXAS

COUNTY OF TRAVIS

THIS CONTACT is entered into by and between the Texas Department of Public Safety and the local governmental agency shown below as the Contract Parties, pursuant to the authority granted and in compliance with the provisions of "The Interlocal Cooperation Contract Act," Government Code, Chapter 791, and in furtherance of the responsibilities of the Texas Department of Public Safety as provided in Government Code, Chapter 411.

I. CONTRACT PARTIES

The Receiving Agency: EL PASO POLICE DEPARTMENT

Complete Address: 911 North Raynor St. El Paso, Texas 79903-4100

The Performing Agency: TEXAS DEPARTMENT OF PUBLIC SAFETY

I. STATEMENT OF SERVICE TO BE PERFORMED:

The Texas Department of Public Safety will provide, in accordance with the procedures set forth in Departmental rules, certain forms, manuals, and supplies for the Receiving Agency to use in the Breath Testing Program and Laboratory Alcohol and Drug Testing Program. The purpose and objective of this Contract are to control and establish uniform procedures, paperwork and supplies used in the above mentioned programs.

II. BASIS FOR CALCULATING COSTS:

Cost shall be in accordance with the attached document (revised price sheet).

III. PAYMENT FOR SUPPLIES:

Receiving Agency shall submit full payment to the Department of Public Safety at the time each order for materials and supplies are submitted. Payment shall be made from the Receiving Agency's current revenues.

IV. TERMS OF CONTRACT:

This Contract shall become effective September 1, 2011 and shall terminate on August 31, 2013.

THE UNDERSIGNED CONTRACTING PARTIES bind themselves to the faithful performance of this Contract. It is mutually understood that this Contract shall be effective if signed by a person authorized to do so according to the normal operating procedures of said party. If the government body of a party is required to approve this Contract, it shall not become effective until approved by the governing body of that party. In that event, this contract shall be executed by the duly authorized official(s) of the party as expressed in the approving resolution or order of the governing body of said party, a copy of which shall be attached to this Contract.

RECEIVING AGENCY

PERFORMING AGENCY

CITY OF EL PASO – EL PASO POLICE DEPT.

TEXAS DEPARTMENT OF PUBLIC SAFETY

By: _____
Joyce A. Wilson, City Manager

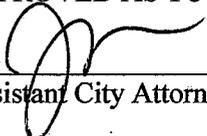
By: _____
Authorized Signature

Title

Date: _____

Date: _____

APPROVED AS TO FORM:



Assistant City Attorney

**NON DPS AGENCIES
PRICE SHEET**

This is a **SAMPLE ORDER SHEET**. USING YOUR LETTERHEAD, please follow this format rather than a purchase order form. These items must be **PRE-PAID**.

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>MINIMUM QUANTITY</u>	<u>PRICES</u>	<u>TOTAL AMOUNT</u>
_____	DIC 23 PEACE OFFICERS SWORN REPORT	Pad 50sets	\$2.50/pad	_____
_____	DIC 23A SPECIMEN ROUTING REPORT	Pad of 50sets	\$2.50/pad	_____
_____	DIC 24 STATUTORY WARNING TEMPORARY DRIVING PERMIT	Pad of 50 sets	\$2.50/pad	_____
_____	DIC 25 NOTICE OF SUSPENSION TEMPORARY DRIVING PERMIT	Pad of 50 sets	\$ 2.50/pad	_____
_____	DIC 54 PEACE OFFICER'S SWORN REPORT COMMERCIAL MOTOR VEHICLES	Pad of 50 sets	\$2.50/pad	_____
_____	DIC 55 STATUTORY WARNING COMMERCIAL MOTOR VEHICLE OPERATORS	Pad of 50 sets	\$2.50/pad	_____
_____	DIC 56 BREATH TEST TECHNICAL SUPERVISOR AFFIDAVIT	Pad of 50 sets	\$2.50/pad	_____
_____	DIC 57 NOTICE OF DISQUALIFICATION	Pad of 50 sets	\$ 2.50/pad	_____
_____	THP 1 OFFENSE REPORT	Pad of 100 sheets	\$ 2.50/pad	_____
_____	THP 1A SFST SCORING SHEET	Pad of 100 sheets	\$1.50/pad	_____
_____	THP/BR38 INTOXILIZER MANUAL	(Binder, Tabs & Contents)	\$7.00each	_____
_____	THP 51 STATUTORY AUTHORIZATION MANDATORY BLOOD SPECIMEN	Pad of 100 sheets	\$ 1.50/pad	_____
_____	THP 51A AFFIDAVIT OF PERSON WHO WITHDREW BLOOD	Pad of 100 sheets	\$1.50/pad	_____

_____	* INTOXILYZER MOUTHPIECES	1 PKG of 25 each	\$4.50/Pkg.	_____
_____	* ALCOHOL BLOOD TEST KIT	1 EACH	\$4.00/each	_____
_____	* URINE SPECIMEN TEST KIT	1 EACH	\$4.50/each	_____
_____	* SYRINGE TRANSPORT TUBES	1 EACH	\$3.50/each	_____
_____	* GUNSHOT RESIDUE KIT	1 EACH	\$8.50/EACH	_____

8.25% TAX (If Applicable)

TOTAL AMOUNT ENCLOSED

PRICES SUBJECT TO CHANGE WITHOUT NOTICE!

* Municipalities and Counties must have an Inter-local Contract on file to purchase these items.

Mail orders and payment to:

REPROGRAPHICS & DISTRIBUTION SERVICES
(Formerly General Services Bureau)
P.O. BOX 15999
AUSTIN, TEXAS 78761-5999
512-424-5718

Revised (April 2011)

(3a)

**NON DPS AGENCIES
PRICE SHEET**

This is a **SAMPLE ORDER SHEET** of the D.W.I. Forms that we have available in **SPANISH**
USING YOUR LETTERHEAD, please follow this format rather than a purchase order form.
These items must be **PRE-PAID**.

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>MINIMUM QUANTITY</u>	<u>PRICES</u>	<u>TOTAL AMOUNT</u>
_____	DIC 24S DWI STATUTORY WARNING TEMPORARY DRIVING PERMIT	Pad of 50 sets	\$2.50/pad	_____
_____	DIC 25S NOTICE OF SUSPENSION	Pad of 50 sets	\$ 2.50/pad	_____
_____	DIC 55S STATUTORY WARNING MOTOR VEHICLE OPERATORS	Pad 100 sheets	\$ 2.50/pad	_____
_____	DIC 57S NOTICE OF DISQUALIFICATION	Pad of 50 sets	\$ 2.50/pad	_____
			8.25% TAX (If Applicable)	_____
			TOTAL AMOUNT ENCLOSED	_____

PRICES SUBJECT TO CHANGE WITHOUT NOTICE.

Prices include shipping and handling.

Mail orders and payments to:

REPROGRAPHICS & DISTRIBUTION SERVICES
(Formerly General Services Bureau)
P.O. BOX 15999
AUSTIN, TEXAS 78761-5999
(512) 424-5718