



P o l i c e D e p a r t m e n t
I n t e r - O f f i c e C o r r e s p o n d e n c e

DATE: September 21,2021

TO: Jay Chapa, Deputy City Manager, City Manager's Office

CC: Julie Swearingin, Assistant Chief, Fort Worth Police Department
Taylor Paris, Assistant City Attorney, City Attorney's Office
Cynthia B. Garcia, Assistant Finance Director, Financial Management Services

FROM: Keith Morris, Acting Assistant Director, Fort Worth Police Department

SUBJECT: Tegsco Contract – Projected \$180,000 shortfall

Police Fiscal Command requests City Manager approval to execute a 1st amendment to PSK#1106 in the amount of \$100,000.

Currently, the Police Department needs to pay FY21 invoices for August and September towing services in the amount of \$180,000. The Department is not able to pay these invoices because the FY21 contract has exceeded the original contract threshold of \$550,000. In order to pay these invoices, a ratification M&C is required. While the M&C is processing, the Department is requesting the City Manager approve a 1st amendment to allow the Department to pay \$100,000 of the FY21 invoices.

Background

In FY19, the CFW entered into a contract with Tegsco for dispatch, communications, records software and management services for Law Enforcement Purpose Tows with an annual amount of \$550,000 in tow fees payable to local vendors from City funds for tows to the Fort Worth Auto Pound. The annual amount of \$550,000 was based on the average tows to the City impound lot in FY17 from December 1st to September 30th. *These expenses are offset by either fee revenue from customers claiming vehicles following release of the vehicles from the Auto Pound or the sale of unclaimed assets. The Department realizes this offset if expenses occur in the same year as the offsetting revenue.*

In FY20, the contract was renewed for \$550,000 with contract terms from October 1st through September 30th (an additional 2 months). Due to COVID-19 (less people driving), the Department did not exceed the \$550,000 contract threshold. In FY21, the contract was renewed for \$550,000 with contract terms from October 1st to September 30th. The contract was renewed under the assumption that the number of tows in FY21 would remain consistent with FY20. However, the number of tows has significantly increased since the economy restarted. Additionally, the population of Fort Worth has significantly increased from 2017 (the year used to estimate the original contract amount) to 2021.

Moving forward, Fiscal Command staff will have a dashboard to monitor contracts and submit amendments and renewals based on trending data and forecasted deadlines.

Signed

Keith Morris

Keith Morris, Acting Assistant Director
Fiscal Command

Date: Sep 24, 2021

Julie Swearingin

Julie Swearingin (Sep 24, 2021 11:01 CDT)

Julie Swearingin
Assistant Chief

Date: Sep 24, 2021

Neil Noakes

Neil Noakes (Sep 24, 2021 12:26 CDT)

Neil Noakes
Chief of Police

Date: Sep 24, 2021

Taylor Paris

Taylor Paris
Assistant City Attorney

Date: Sep 24, 2021

John Padinj, Purchasing Manager

John Padinj, Purchasing Manager (Sep 24, 2021 15:29 CDT)

Cynthia Garcia, Assistant Director
Purchasing

Date: Sep 24, 2021

Jesus J. Chapa

Jesus J. Chapa (Sep 24, 2021 17:41 CDT)

Jesus Chapa
Deputy City Manager

Date: Sep 24, 2021

Approved