



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 1/9/2018

ALL

Item Creation Date: 12/28/2017

N26492 – Factory-Based Pilot Flight Training and Aircraft Maintenance Training - MOTION

Agenda Item#: 12.

Background:

S78-N26492 – Approve the sole source purchase of factory-based Pilot Flight Training and Aircraft Maintenance Training from MD Helicopters, Inc. for a total amount not to exceed \$95,802.30 for the Houston Police Department.

Specific Explanation:

The Chief of Police for the Houston Police Department and the Chief Procurement Officer recommend that the City Council approve the sole source purchase of factory-based Pilot Flight Training and Aircraft Maintenance Training from **MD Helicopters, Inc.** for a total amount not to exceed **\$95,802.30** the Houston Police Department, and that authorization to be given to issue a purchase order.

The recurrent flight training course is used to fulfill the Federal Aviation Regulation which requires licensed pilots to complete a biennial flight review and to maintain proficiency in standard and emergency procedures in the eight (8) MD 500E patrol aircrafts owned and operated by the Houston Police Department. In 2018, eight (8) HPD pilots require biennial review, three (3) new HPD pilots will soon require transition training, and one (1) pilot will train in the procedures and techniques necessary to perform maintenance test flights to evaluate maintenance actions.

These training courses consist of classroom and practical, hands-on training conducted at the MD Helicopters factory located in Mesa, Arizona. Factory pilot flight training on emergency procedures, including full-on auto-rotations to the ground, are taught and practiced in factory-owned MD500Es as opposed to HPD-owned aircrafts. Additionally, all aircraft maintenance training procedures are practiced on factory-owned mock ups.

MD Helicopters, Inc. is the sole source provider of MD Helicopter factory-authorized training courses and the training is conducted by Federal Aviation Administration (FAA) Certified Flight Instructors (CFI's) who are authorized to conduct flight training in accordance with Federal Aviation Regulations (FAR) 61.193 (Flight Instructor Privileges).

This recommendation is made pursuant to Chapter 252, Section 252.022 (a) (7) (A) "a procurement of items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies" of the Texas Local Government Code for exempt procurement.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. The bid was not solicited because the department is utilizing a sole source contractor for the purchase.

Fiscal Note:

Funding for this item is included in the FY2018 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policy Ordinance No. 2014-1078.

Jerry Adams, Chief Procurement Officer
Finance/Strategic Procurement Division

Department Approval Authority

Amount of Funding:

\$95,802.30 – Police Special Services Fund (2201)

Contact Information:

NAME:	DEPARTMENT/DIVISIO	PHONE NO
Martin King, Division Manager	FIN/SPD	(832) 393-8705
Katie Moore, Procurement Specialist	FIN/SPD	(832) 393-8710
Rhonda Smith, CFO & Deputy Director	HPD	(713) 308-1770

ATTACHMENTS:

Description	Type
<u>Affidavit Ownership</u>	Backup Material
<u>Form A - Fair Campaign Ordinance</u>	Backup Material
<u>Form B - Fair Campaign Ordinance</u>	Backup Material
<u>Delinquent Tax Report</u>	Backup Material
<u>Funding Information</u>	Backup Material
<u>Sole Source Justification Letter</u>	Backup Material
<u>Sole Source Justification Approval by CPO</u>	Backup Material