

IMMEDIATE NEED REQUEST
2019-20

APPROVED

in Cabinet 4.30.20

William J. Smoggin
MT. SAC!
Mt. San Antonio College

Requested by: (Unit, Department, Division or Vice President)		
		Date to VP: 4/27/2020
Location	(Fill-in)	Reviewed By (Signature):
Department or Unit:	Police & Campus Safety	Date to Cabinet: 4/30/20
Division:	Administrative Services	Outcome:
Vice President:	Mr. Morris Rodrigue	

Budget Request(s)	Justification for Request(s)	Funds Requested **			Funding
(List in Priority Order)	An "Immediate Need" is a shortfall in funding that, unless funded immediately, could cause a program to cease to function.	Amount	One-time	Ongoing	Approved
1. Retrofit three (3) Ford Explorer patrol vehicle.	In February 2019 the Vice President/Administrative Services authorized the purchase of three replacement patrol vehicles. All three vehicles were purchased with Capital Outlay funds. However, the funding did not include sufficient monies to pay for the retrofitting of the vehicles; which includes the communication package, safety lighting (light bar), graphics and internal protective barrier. These vehicles can not be placed into service without the completion of the retrofit.	\$56,400.00	\$56,400.00		
Account Number(s):					
2. Retrofit one (1) Ford Explorer patrol vehicle.	In January 2019 the Vice President/Administrative Services authorized the purchase of one (1) replacement patrol vehicle. The vehicle was purchased with funds from NRA 11. However, the funding did not include sufficient monies to pay for the retrofitting of the vehicle; which includes the communication package, safety lighting (light bar), graphics and internal protective barrier. This vehicle can not be placed into service without the completion of the retrofit.	\$18,800.00	\$18,800.00		
Account Number(s):					
3.					
Account Number(s):					

**** Please provide documentation to support the amount requested, such as price quotes from vendor, copy of catalog, etc. Also, include any ancillary costs, such as maintenance, annual software upgrades, etc.**