



**PARKS &  
RECREATION**

## MEMORANDUM

**To:** City of Seguin Mayor and Council

**From:** Randy Kell, Director of Facilities

**Through:** Steve Parker, City Manager  
Rick Cortes, Deputy City Manager

**Subject:** Resolution authorizing the City Manager to enter into an agreement with Southwest Solutions Group Inc., an OMNIA purchasing coop partner, for the purchase and installation of a new evidence storage system in the police station, in the amount of \$138,907.09, and declaring an effective date. - Randy Kell, Director of Facilities.

**Date:** November 25, 2024

The existing evidence storage room in the police station is at full capacity. Due to the lack of space available, they are having to store evidence in bins on the floor and drums at the end of aisles. They constantly must move things around and reorganize to make do with the space they have. High Density Mobile Shelving provides a solution to this problem, without having to add any square footage to their area. This shelving system sits on a track attached to the floor and moves back and forth against each other with the crank of a handle. Moveable shelves on this track allow for compaction and require less wasted aisle space.

With the current shelving in place, they have room for 618 bins. This new system would increase their storage capacity by 40 percent within the same footprint. That allows for a total of 1,024 bins. This buys them 6 to 10 more years of storability without having to add more square footage to their storage area.

City purchases utilizing OMNIA Partners are in compliance with all State purchasing requirements. OMNIA Partners is a cooperative purchasing service that simplifies procurement for State and Local Governments. Funding for this project is provided through the FY 2024-25 General Fund Capital Projects budget and 2024 Bond Funds.

City staff recommends approval of a Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to approve a Purchase Order and enter into an agreement with Southwest Solutions Group, an OMNIA Purchasing Coop member, for purchase and installation of a new High Density Mobile Shelving system in the amount of \$138,907.09; and declaring an effective date.

