

# Agenda Report

January 27, 2014

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Public Works  
**SUBJECT: AUTHORIZE INCREASE OF PURCHASE ORDER # 54619 WITH TELETRAC INC. FOR MAINTENANCE AND AIR-TIME ASSOCIATED WITH THE GLOBAL POSITIONING SATELLITE (GPS) NAVIGATION SYSTEM INSTALLED IN CITY VEHICLES IN AN AMOUNT NOT TO EXCEED \$83,000**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that this action is exempt under the California Environmental Quality Act (CEQA) in accordance with Section 15061 (b) (3), the General Rule that CEQA only applies to projects that may have an effect on the environment;
2. Find that neither competitive bidding nor competitive selection is required pursuant to City Charter Section 1002 (A-H), and Pasadena Municipal Code Section 4.08.049; and
3. Authorize increase to purchase order # 54619 with Teletrac Inc., in the amount of \$83,000 for the maintenance and air-time of the Global Positioning Satellite (GPS) navigation system for a revised not-to-exceed amount of \$ 157,999.

## **BACKGROUND:**

Teletrac Inc. is the sole source provider of the GPS units and the E-client Navigation Software currently installed on Department of Public Works vehicles. The system is web-based and can be accessed from desktop computers and mobile devices. The Department of Public Works began using Teletrac on vehicles in 2007 with the installation of GPS units on 50 vehicles. From 2008 to 2012, an additional 137 GPS units were installed in Public Works vehicles. The department currently has 187 vehicles equipped with GPS technology.

The Department of Public Works uses Teletrac to reduce costs while enhancing productivity and public service delivery, customer service, and safety. GPS hardware

connects directly to vehicle ignition systems to collect data regarding automobile activity such as engine idle time, vehicle speed, travel time, and starts and stops. Additionally, the GPS units facilitate the viewing of real time vehicle locations using computers and mobile devices while retaining vehicle location information for future reference.

Operational cost reductions result from the use of Teletrac. By helping drivers adhere to optimum travel routes and by providing managers the ability to monitor automotive activity, drivers experience less idle time. Reducing idle time saves fuel costs and also achieves decreased engine maintenance costs, extends engine life, and reduces emissions of air pollutants and carbon dioxide.

Teletrac enhances operational efficiency and service delivery by helping drivers adhere to the planned travel route and remain focused on the task at hand. Since routes are carefully planned to maximize productivity by minimizing various timely turning movements, circumventing known traffic areas, and limiting topographical challenges, GPS helps drivers limit non-productive time in the field complete routes in a systematic and timely manner providing the consistent service delivery customers expect. This also reduces overtime expenditures.

GPS promotes exemplary customer service by allowing the department to provide immediate details about their services. For example, the department can tell when and what time a street was swept, refuse was picked up, or when a plumber was dispatched to and arrived to handle an emergency repair. Teletrac also enables a manager to determine which vehicle can most expediently respond to an issue in the field based on proximity.

Additionally, because Teletrac units monitor vehicle activity, the technology promotes driver safety. Information about aggressive driving, high speeds, and hard braking can be used to help drivers adjust driving practices. Vehicle activity information also often mitigates City exposure by allowing the City to use data to disprove allegations of vehicle speeding, red light violations, accidents, and property damage. And, if a vehicle is stolen, GPS technology allows the location of the asset to be determined.

The increase in purchase order is due to a greater number of department vehicles with the Teletrac GPS equipment requiring maintenance and servicing as result of an increase of department vehicles using this equipment. Based on the benefits of Teletrac outlined in this report, it is in the best interest of the City to continue using Teletrac as it is already installed on City vehicles. If a different vendor is chosen this would require the City to purchase an entirely new GPS navigation system package including hardware and software for all City vehicles.

The current system would need to be removed and new hardware installed. The cost to purchase a new system is approximately \$200,000 in addition to labor costs for hardware removal and installation. Due to the increase in costs of the PO and number of vehicles with GPS, the Department of Public Works will initiate a competitive

selection process in the current fiscal year with the intent to have a new multi-year contract in place by July 1, 2014.

**COUNCIL POLICY CONSIDERATION:**

This purchase supports the City Council goals to increase conservation and sustainability and maintain fiscal responsibility and stability. Additionally, this purchase complies with United Nations Urban Environmental Accords action 14, purchase of advanced emission controls on all public fleets to reduce particulate matter and smog-forming emissions by 50 percent by the year 2012.

**ENVIRONMENTAL IMPACT:**

This action is exempt from CEQA pursuant to State CEQA Guidelines Section 15061 (b) (3), the General Rule that CEQA only applies to projects that may have an effect on the environment.

**FISCAL IMPACT:**

It is recommended that the City Council authorize an increase to purchase order number 54619 with Teletrac, Inc. by \$83,000 for the maintenance and air-time of the GPS navigation system, thereby increasing the purchase order from \$74,999 to \$157,999. The amount of the PO has remained at \$74,999 since 2009. However, due to significant increases in the number of vehicles with GPS, the cost has exceeded the PO amount. The recommended increase to the PO will align the expenses with the PO amount for the remainder of the FY.

No additional appropriation is needed as funding for this action will be addressed using existing budgeted appropriations in the followings accounts: Building Maintenance (8114-502-766100); Fleet Maintenance and Repair (8114-503-766200); Residential Solid Waste Operations (8114-406-764120) and Park Maintenance (8114-101-765100). It is expected that all of the cost will be spent during the current fiscal year. There is no anticipated impact to other operational programs as a result of this action.

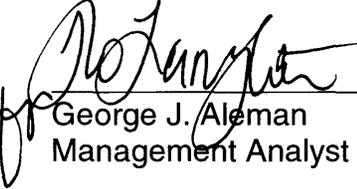
The following table presents a summary of the sources of funds that will be used.

Building Maintenance Fund	\$ 17,754
Fleet Maintenance Fund	\$ 2,219
Refuse Fund	\$ 44,829
General Fund	\$ 18,198
<b>Total Sources</b>	<b>\$ 83,000</b>

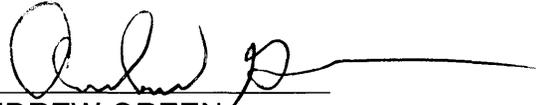
Respectfully submitted,

  
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SIOBHAN FOSTER  
Director of Public Works

Prepared by:

  
\_\_\_\_\_  
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Director of Finance

Approved by:

  
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for MICHAEL J. BECK  
City Manager

Disclosure Pursuant to the  
City of Pasadena Taxpayer Protection Amendment  
Pasadena City Charter, Article XVII

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than 10% equity, participation, or revenue interest in Contractor/Organization, as follows:

(If printing, please print legibly. Use additional sheets as necessary.)

1. Contractor/Organization Name: TELETRAC INC

2. Type of Entity:  
 non-government     nonprofit 501(c)(3), (4), or (6)

3. Name(s) of trustees, directors, partners, officers of Contractor/Organization:  
TONY RALES  
THOMAS J PATTERSON JR

4. Names of those with more than a 10% equity, participation or revenue interest in Contractor/Organization:  
TELETRAC HOLDINGS INC

Prepared by: MARK SCHWARTZ  
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