

Agenda Report

January 25, 2016

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Department of Finance

SUBJECT: AUTHORIZATION TO CONSOLIDATE EXISTING PURCHASE ORDER CONTRACTS WITH SHI INTERNATIONAL CORPORATION FOR GPS TRACKING INTO ONE CITYWIDE CONTRACT WITH AN OPTION FOR ADDITIONAL DEPARTMENTAL PARTICIPATION FOR A COMBINED NOT-TO- EXCEED AMOUNT OF \$707,880

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; and
2. Authorize the City Manager to approve a citywide purchase order contract without competitive bidding pursuant to City Charter Section 1002(H) contract with other governmental entities or their contractors for labor, material, supplies or services, with SHI International Corporation for an amount not-to-exceed \$707,880 over a three-year period, with an option for two, one-year additional terms in the amount of \$234,402 for each subsequent year at the discretion of the City Manager, for a maximum total contract length of five years. This action will consolidate exiting purchase order contracts for Global Positioning Satellite (GPS) tracking systems into one citywide contract, and will provide an option for additional departmental participation; and
3. Grant an exemption for this contract pursuant to Pasadena Municipal Code (PMC) Section 4.08.049(B), where the best interests of the City are served by a direct award of a contact without a competitive selection process.

BACKGROUND:

On June 9, 2014, City Council authorized the Department of Public Works (Public Works) to enter into a not to-exceed \$288,650 purchase order contract with SHI International to purchase 200 Global Positioning Satellite (GPS) tracking systems over a three-year period, with an option for two, one-year additional terms. This contract was the result of a competitive selection process in collaboration with the Purchasing staff of the Department of Finance and was initiated in fiscal year 2014.

Staff identified two vendors that could provide the necessary GPS services through the Western State Contracting Alliance (WSCA) and the National Joint Powers Alliance (NJPA) cooperative purchasing organizations - GPS Insight /SHI International Corporation, and Networkfleet. Public Works staff reviewed the services and costs provided by both vendors and, based on specific criteria, found that GPS Insight provided a better product that best met the department's needs.

In July 2014, Public Works discontinued use of Teletrac's 187 GPS tracking units and switched to GPS Insight tracking units. The GPS Insight product has proved effective in reducing costs, enhancing productivity, improving public service through the use of tracked data that confirms times and locations of services provided, and the Insight units have more efficient delivery and increased safety. Additionally, the GPS units facilitate viewing of real-time vehicle locations using computers and mobile devices and retains vehicle information for future reference. Also, the monthly cost for GPS Insight's service is \$34.95 per unit compared to Teletrac's \$47 per unit charge.

In November 2015, the Department of Water and Power entered into a six-month purchase order contract with GPS Insight for \$62,655 for the purchase and installation of 250 GPS units as part of their El Niño emergency preparation. Building Safety, Code Enforcement, Information Technology, Fire Department, Planning and Community Development, Public Health, and Transportation all requested permission to switch from Teletrac to GPS Insight and/or to add GPS tracking services to their service vehicles. Through the City Council's authorization of this action, the previously approved contracts will be terminated and replaced with one citywide contract.

Staff recommends the remaining Teletrac units be replaced citywide by GPS Insight units provided by SHI International Corporation, that additional GPS units be provided throughout the City as needed, and that existing purchase order contracts be combined into one citywide contract. Staff was unable to identify Pasadena vendors that, at this time, offer GPS service capacity.

The purchase of the additional GPS systems will be made as part of the WSCA Contract #ADSP011-00000358-3 PA 70-12-70-19 with SHI International Corporation, the reseller for GPS Insight. WSCA has nationally solicited, evaluated, and awarded contracts through a competitive bidding process on behalf of its members to ensure the lowest pricing available. The WSCA contract is available for use by government agencies to include any state, county, city, district, or other governmental bodies or corporations empowered to expend public funds. The contract continues through June 2, 2016.

COUNCIL POLICY CONSIDERATION:

The purchasing of citywide GPS tracking systems supports the City Council's strategic planning goals to increase conservation and sustainability and maintain fiscal responsibility and stability.

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.

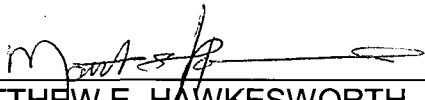
FISCAL IMPACT:

The cost of this action is \$707,880. Funding will be addressed by the use of existing budgeted appropriations from the following departments: Building Safety (\$26,522); Code Enforcement (\$9,315); Fire Department (\$13,311); Information Technology (\$31,866); Planning and Community Development (\$ 25,222); Public Health (\$5,344); Public Works (\$256,176); Transportation (\$19,904); and Water and Power (\$320,220). It is anticipated that \$119,539 will be spent in fiscal year 2016, \$236,739 in fiscal year 2017, \$234,401 in fiscal year 2018, and \$117,201 in fiscal year 2019. There is no anticipated impact to other operational programs or capital projects as a result of this action.


The table below shows a summary of the departments' sources of funds that will be used to purchase the new GPS units.

Building Safety	\$ 26,522
Code Enforcement	9,315
Fire Department	13,311
Information Technology	31,866
Planning and Community Development	25,222
Public Health	5,344
Public Works	256,176
Transportation	19,904
Water and Power	320,220
Total Sources	\$ 707,880

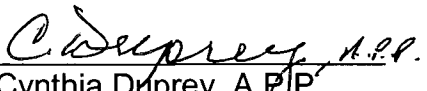
Respectfully submitted,


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