

Agenda Report

May 15, 2017

TO: Honorable Mayor and City Council

FROM: Department of Information Technology

SUBJECT: AUTHORIZE INCREASE TO PURCHASE ORDER CONTRACT 1170331 WITH MOTOROLA SOLUTIONS INC. BY \$50,000 FOR A TOTAL NOT-TO-EXCEED OF \$124,999 AND TO ENTER INTO A THREE YEAR CONTRACT WITH MOTOROLA SOLUTIONS INC FOR RADIO COMMUNICATIONS EQUIPMENT AND ACCESSORIES.

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed contract is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b) (3);
2. Authorize an increase to purchase order contract 1170331, with Motorola Solutions, Inc. by \$50,000 for a new amount not to exceed \$124,999 for radio communications equipment and accessories;
3. Authorize the issuance of a contract with Motorola Solutions, Inc., for the purchase of radio communications equipment and accessories in an amount not to exceed \$375,000 for the period of July 1, 2017 to June 30, 2020. Competitive bidding is not required pursuant to City Charter section 1002(H), contracts with other governmental entities or their contractors for labor, material, supplies or services; and
4. Grant the proposed purchase order increase and contract an exemption from the competitive selection process of the Competitive Bidding and Purchasing Ordinance, Chapter 4.08 of the Pasadena Municipal Code, pursuant to Section 4.08.049(B) contracts for which the City's best interests are served.

BACKGROUND:

The Department of Information Technology (DoIT) is responsible for purchasing and maintaining radio equipment to support essential wireless communications on behalf of all City departments, most notably Police, Fire, Water and Power, Public Works, and Transportation. This includes over 1,550 City owned handheld, vehicle-mounted and desktop radios, which DoIT budgets annually to support the repair, or if necessary,

replacement thereof. Nearly all radios, batteries and accessories in the fleet are Motorola branded equipment and routinely sourced directly from the manufacturer. In addition, DoIT is also responsible for purchasing new equipment and accessories as requested by departments throughout the year.

The current fleet of radios is reaching the end of its useful life, with an age range of nine to eleven years old. As this fleet has aged, the frequency and extent of the repairs has increased over the year. At the beginning of FY 2017, staff opened a purchase order for \$74,999 with Motorola Solutions, Inc. to cover radio repairs, replacements, new and replacement batteries and accessories, and other radio equipment purchases. The purchase order was exempt from competitive bidding pursuant to City Charter section 1002(H), contracts with other governmental entities or their contractors for labor, material, supplies or services.

Throughout the fiscal year, orders are placed in response to department requests, namely Fire and Police personnel, who rely on this equipment as an integral part of their daily jobs and where timeliness to fulfill the requests is critical. Below is a chart showing the types of radio purchases made, and anticipated for this fiscal year.

Category	FY 2017
	Anticipated
Repairs & Repair Parts	69,249
New Radios	15,819
New Accessories and Batteries	38,178
Total:	123,246

Based on invoices paid to date, pending requests, and projected costs for the remainder of the fiscal year, it is anticipated that the costs thereof will exceed the current purchase order limit by over \$48,000. Therefore, staff is recommending an increase to purchase order contract 1170331, with Motorola Solutions, Inc. by \$50,000 for a new amount not to exceed \$124,999. It should be noted that approximately \$19,665 of the repair cost is associated with refurbishing radios assigned permanently to sixteen new Fire recruits, which is not a normal recurring expense.

Finally, because the age of the radio fleet is necessitating more frequent repairs and costs annually exceed \$74,999, staff is also recommending leveraging the County of Los Angeles Motorola Contract No. MA-IS-1240419-3, which was effective July 1, 2012 and is renewed annually for the purchase of all Motorola radio communications equipment. This contract provides a 20% discount on all radio parts, accessories, and batteries, in addition to up to 25% on all other radio equipment.

The proposed contract would be for a three-year period with a not-to-exceed amount of \$375,000 over that three-year span. This will be contingent upon the County of Los Angeles' annual contract extension with Motorola Solutions. The three-year term of this contract will provide staff flexibility in managing purchases for operational repairs and departmental requests, which fluctuate from year to year. This contract also guarantees the deepest discounts not available elsewhere and that are not contingent on a minimum annual purchase amount.

The City has one other active contract with Motorola Solutions, Inc., in the amount of \$581,433 which was approved by City Council in October 2015 and expires in October 2018. This contract is for annual monitoring and maintenance of the City's radio communications system.

COUNCIL POLICY CONSIDERATION:

The proposed actions support the City Council's strategic goal to ensure public safety by maintaining critical radio communications equipment that is used by the City.

ENVIRONMENTAL ANALYSIS:

This contract is exempt from CEQA per section 15061(b) (3), the General Rule. The General Rule can be applied when it can be seen with certainty that the activity will not have a significant effect on the environment. The proposed action will not result in any new development or physical changes.

FISCAL IMPACT:

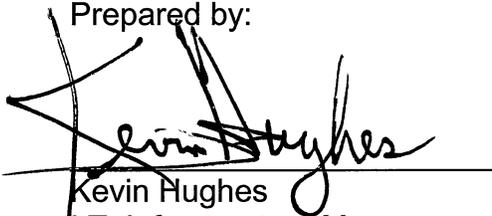
This action will increase Purchase Order #1170331 with Motorola Solutions, Inc. by \$50,000. Funding for this action and the proposed three-year contract beginning on July 1, 2017, will be addressed by the utilization of existing budgeted appropriations in DoIT's Radio account, 50114002-810100. It is anticipated that the entire cost of the purchase order increase of \$50,000 will be spent during the current fiscal year, FY 2017. Indirect and support costs such as administration of the contract will be minimal, and addressed by the utilization of existing budgeted appropriations as well.

Respectfully submitted,



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