



Agenda Report

September 24, 2018

TO: Honorable Mayor and City Council

FROM: Department of Information Technology

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH GOLDEN STAR TECHNOLOGY, INC. FOR THE PURCHASE AND INSTALLATION OF AUDIOVISUAL TECHNOLOGY IN THE RENOVATED ROBINSON PARK RECREATION CENTER

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3);
2. Authorize the City Manager to enter into a contract, as a result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Golden Star Technology, Inc. for purchase and installation of audiovisual technology in the renovated Robinson Park Recreation Center for an amount not to exceed \$143,174, which includes a 5 percent contingency. Competitive bidding is not required pursuant to City Charter Section 1002(F), contracts for professional or unique services.

BACKGROUND:

The Robinson Park Master Plan was adopted by Pasadena City Council in 2002 after extensive community input and City Commission review. Completion of Phase I of the plan expanded Robinson Park and improved the site with new facilities (sport fields, restrooms, parking lot) and other amenities. Phase II, which involves substantial rehabilitation of the original recreation center, is nearing completion. New technology, including audiovisual, is an integral component of the renovated Robinson Park Recreation Center.

To that end, staff identified state-of-the art audiovisual technology for operation of the new facility in the following venues: 1) Dance – Room 106, 2) Fitness – Room 109, 3) Multi-Purpose Space – Room 115, 4) Classroom – Room 116 and 5) Conference – Room 122. Each room will be independently controlled via a touch panel for flexibility and will include such features as: High definition LED displays or projection screens,

amplified audio (for ceiling-mounted speakers, portable microphones and to accommodate assistive listening devices), and image mirroring (to display from a smart phone or tablet).

The Department of Information Technology (DoIT) prepared and posted a Request for Proposals (RFP) for "Robinson Park Recreation Center Renovation Audiovisual Technology" through Planet Bids on July 19, 2018. In addition, services provided by the Finance Departments' Pasadena First Buy Local initiative were utilized to communicate this bidding opportunity locally. As a result, 61 vendors downloaded the RFP for review, including five local vendors.

On August 22, 2018, the City received a total of two responsive proposals in response to the RFP. A panel comprised of staff from the Human Services & Recreation Department and DoIT scored each proposal based on the evaluation criteria stated in the RFP, which includes: 1) functional and technical merit; 2) completeness of the proposed solution (vendor services and viability); 3) recent experience with projects of this size and scope; 4) total cost; 5) Pasadena local business; and 6) small/micro-business preference.

Using the evaluation procedures and criteria in the RFP, the vendors were scored and ranked as follows:

Rank	Proposer	Location	Score (100 max)
1.	Golden Star Technology, Inc.	Cerritos, CA	91.5
2.	Integrated Media Systems	Costa Mesa, CA	80.0

Attachment A contains a summary of scoring for both proposals.

Based on the scoring above, staff recommends authorization to enter into a contract with Golden Star Technology, Inc. for the purchase and installation of audiovisual technology at the renovated Robinson Park Recreation Center for an amount not to exceed \$143,174. The cost includes all software, hardware, licensing, professional services including installation, testing and training, as well as a five percent contingency allowance. A summary of the contract is as follows:

Base Contract Amount	\$136,356
Contingency Allowance (5%)	\$ 6,818
Contract "Not to Exceed" Amount	<u>\$143,174</u>

It is anticipated that it will take one month to install audiovisual technology under the proposed contract. There is currently one open purchase order contract with Golden Star Technology, Inc. for a little over \$672 for the provision of a wireless access point for the Public Works building at the City Yard.

COUNCIL POLICY CONSIDERATION:

The proposed contract with Golden Star Technology, Inc. supports the City Council's goal to improve, maintain and enhance public facilities infrastructure; to provide a high quality of public service, which adds to the quality of life in the City and increases its attractiveness through more efficient management of resources.

ENVIRONMENTAL ANALYSIS:

The proposed 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 provides audiovisual technology equipment in the renovated Robinson Park Recreation Center, and will not result in any new development or physical changes.

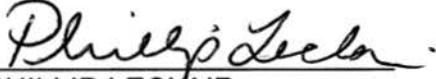
FISCAL IMPACT:

The total cost of this action will be \$143,174. Funding for this action will be addressed by the utilization of existing budgeted appropriations in Capital Improvement Program Budget account number #78043 (Robinson Park – Recreation Center Renovation Project). It is anticipated that the total cost will be spent during the current fiscal year.

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

CIP #78043 - Robinson Park – Recreation Center Renovation Project	\$143,174
Total Sources	\$143,174

Respectfully submitted,


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Department of Information Technology

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Approved by:


STEVE MERMELL
City Manager

Attachments:

- A) Summary of Proposal Scoring
- B) Taxpayer Protection Amendment