



Agenda Report

October 28, 2024

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AUTHORIZE THE CITY MANAGER TO AMEND CONTRACT NO. 32227 WITH COMMLINE, INC. FOR EMERGENCY VEHICLE OUTFITTING, INCREASING THE CONTRACT AMOUNT BY \$483,000 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$733,000

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the action proposed herein is covered by the "Common Sense" exemption set forth in State CEQA Guidelines Section 15061(b)(3), that CEQA only applies to projects that may have a significant effect on the environment; and
2. Authorize the City Manager to amend Contract Number 32227 for emergency vehicle outfitting with Commline, Inc. increasing the contract by \$483,000 for a grand total amount not-to-exceed \$733,000 over original five-year term ending March 1, 2027, which is consistent with the bid specifications for this project and subject to the same contract terms and conditions.

BACKGROUND:

On February 14, 2022, Council authorized the City Manager to enter a contract with two vendors for emergency vehicle outfitting of safety vehicles as needed for a not-to-exceed grand total amount of \$1,000,000 for up to five years. West Coast Lights and Sirens, Inc. (West Coast) was awarded a contract (#32225) for a not-to-exceed amount of \$450,000 over a three-year period, with the option for two additional one-year extensions, in the annual amount of \$150,000. Commline, Inc. (Commline) was awarded a contract (#32227) for a not-to-exceed amount of \$150,000 over a three-year period, with the option for two additional one-year extensions, in the annual amount of \$50,000.

Installation of lighting, sirens, and other specialized accessories is a key phase of the emergency vehicle procurement process. Fleet staff collaborates with both awarded

vendors and City department end-users to ensure that specialized outfitting services for these emergency vehicles are outfitted properly, fully equipped per specification, and placed into service within a reasonable time.

West Coast, the vendor with the larger contract amount, has recently experienced a major backlog in their service queue due to supply chain delays. Although the initial three-year contract has a balance of \$281,572, West Coast is unable to accommodate and schedule the City's outfitting needs until the first quarter of 2025. Commline, on the other hand, has the resources to perform the City's outfitting service needs immediately; however, with only \$14,531 left in the contract balance there is not sufficient spending authority for the work to proceed.

It is in the best interest of the City to increase the contract amount with Commline for the outfitting needs of future safety vehicles including the outfitting of the recently delivered 16 Ford Explorer police pursuit vehicles. Two of the units have already been outfitted by Commline using the remaining contract balance and have since been placed into service by the Police Department. Commline anticipates the delivery of the parts for the remaining 14 vehicles in late October and are committed to subsequently outfitting two vehicles every two weeks. At this rate, the last two outfitted units are expected to be placed into service in January 2025.

Staff recommends increasing the contract with Commline (#32227) by \$483,000 for a grand total not-to-exceed amount of \$733,000 for the five-year contract term ending March 2027. The proposed increase covers the outfitting cost of the 14 remaining police vehicles totaling \$420,000 at \$30,000 per unit. The contract increase also includes a 15 percent contingency allowance of \$63,000 to address any parts cost increases or miscellaneous outfitting upgrade needs. This is consistent with the bid specifications for the project.

COUNCIL POLICY CONSIDERATION:

This proposed contract increase furthers the City Council's Strategic Plan goals to ensure public safety and maintain fiscal responsibility and stability.

ENVIRONMENTAL IMPACT:

The action proposed herein has been determined to be exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061(b)(3), the "Common Sense" exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The proposed contract increase will allow for automotive services on safety vehicles therefore, it will have no adverse impact on the environment.

FISCAL IMPACT:

The cost of this action is an increase of \$483,000 to Contract #32227 for a not-to-exceed total of \$733,000 over the original five-year term of the contract. Funding for this action will be addressed by the utilization of the Department's existing budgeted appropriations in the Fleet Maintenance Fund (511). There is no impact to the General Fund.

Respectfully submitted,



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Approved by:



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City Manager