

**City of Culver City, California
Agenda Item Report**

Meeting Date: 08/06/12		Item Number: <u>C-1</u>	
CITY COUNCIL AGENDA ITEM – FOUR-FIFTHS VOTE REQUIREMENT: (1) Acceptance and Appropriation of \$165,387 in Grant Funds from the 2009 State Homeland Security Grant Program; and (2) Approve a Purchase Order with Commline, Inc. for the Purchase of 82 Mobile Motorola Radios.			
Contact Person/Dept.: David White		Phone Number: 310-253-5915	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐	Attachments: ☐
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: Meetings and Agendas – City Council (08/09/12), Motorola 7/26/12			
Department Approval: Chris Sellers (07/26/12)		City Attorney Approval: Carol Schwab (by H. Baker) (07/31/12)	
Chief Financial Officer Approval: Jeff Muir (08/01/12)		City Manager Approval: John M. Nachbar (08/09/12)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council; 1) accept and appropriate \$165,387 in grant funds awarded by the 2009 State Homeland Security Grant Program to purchase 82 mobile radios, and 2) approve a Purchase Order with Commline, Inc. for the purchase of 82 mobile Motorola radios. A budget amendment requires a 4/5ths vote. <u>DISCUSSION:</u> The City of Culver City has been awarded grant funding from the 2009 Homeland Security Grant Program (SHSGP). The grant is administered through the County of Los Angeles and is the result of a federal effort to assist local agencies in obtaining the equipment needed to effectively respond to a major incident or disaster. This grant will enable the City to purchase 82 new mobile radios. These radios will replace existing mobiles that do not comply with current standards and are reaching the end of their expected service life. The Culver City radio system is part of a larger regional system called the Interagency Communications Interoperability System (ICIS). Any mobile radio acquired for use in this system must be capable of functioning on Motorola's proprietary system. Consequently, the only mobile radios compatible with the system are manufactured by Motorola. Staff has been notified by the granting agency that, to comply with the grant requirements, this procurement must 1) adhere to local purchasing procedures AND 2) be based on competitive quotes.			

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With regard to adhering to local purchasing procedures, this procurement is excepted from bid requirements per the Culver City Municipal Code Sections 3.07.045(A) and B. Section 3.07.045(A) excepts bidding requirements “when the needed equipment, supplies or services are proprietary items of original equipment manufacturers and/or their authorized exclusive distributors” and Section 3.07.045(B) excepts bidding requirements “when the equipment is a component for equipment or a system of equipment previously acquired by the City, and is necessary to repair, maintain or improve the City’s utilization of the equipment.” This procurement meets both of those requirements.

Although our local procedures do not require a bid process, the grant requires the procurement be based on competitive quotes. To comply with the grant requirements, staff prepared detailed specifications for 82 mobile radios that are compatible with the current communication system and solicited quotes from three vendors.

The quotes received are as follows:

Vendor	Location	Price for 82 mobile radios (includes all taxes and fees)
Commline, Inc	Culver City, CA	\$166,652.58
Communications Center	Covina, CA	\$206,172.60
Electronic Times	Fountain Valley, CA	\$206,172.60

The Culver City Municipal Code requires awarding the Purchase Order to the lowest responsive and responsible bidder. Additionally, Section 3.07.060 of the Municipal Code provides a Local Business preference equal to the amount the City would receive from the local sales tax, which is one-percent (or \$1,511.59 in this particular procurement). Staff reviewed all three quotes and determined all bidders were responsive and responsible. Therefore, staff recommends approving a Purchase Order with Commline, Inc located in Culver City as the lowest responsive and responsible bidder.

FISCAL ANALYSIS:

The grant amount awarded to Culver City is \$165,387. The total cost for 82 radios is \$166,652.58, which exceeds the grant amount by approximately \$1,266. To secure the grant funds and comply with the grant requirements, the mobile radios need to be delivered by September 15th. Consequently, the Fire Department has opted for express shipping. There are sufficient funds in the Fire Department’s operating budget to cover the additional cost of express shipping. A budget amendment is needed to appropriate the grant funds into the appropriate accounts.

ATTACHMENTS:

None.

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MOTION:

That the City Council:

1. Accept the 2009 State Homeland Security Grant Program funds in the amount of \$165,387; and
2. Approve a budget amendment appropriating \$165,387 in grant funds to purchase mobile radios; and,

(A 4/5ths affirmative vote is required to approve the budget amendment)

3. Approve a Purchase Order with Commline, Inc. to purchase mobile Motorola radios; and,
4. Authorize the City Attorney to review/prepare the necessary documents; and,
5. Authorize the City Manager to execute such documents on behalf of the City.