

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

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| Meeting Date: June 8, 2009                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  | Item Number: C-5                                                                  |  |
| <b>AGENDA ITEM: Approval of a Professional Services Agreement with Motorola for Monitor and Repair of the City's Two-way Radio System Infrastructure and Dispatch Systems.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                                                                                   |  |
| Contact Person/Dept.: William Heins,<br>Fire Captain                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | Phone Number: 310-253-6840                                                        |  |
| Fiscal Impact: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  | General Fund: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |  |
| Public Hearing: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  | Action Item: <input type="checkbox"/> Attachments: <input type="checkbox"/>       |  |
| Public Notification:<br>Master E-Mail Notification List (06/03/09) and Motorola (5/27/09).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                                                                                   |  |
| Department Approval:<br>Jeffery I. Eastman (5/27/09)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | City Attorney Approval:<br>Carol Schwab (by H. Baker) (06/01/09)                  |  |
| Chief Financial Officer Approval:<br>Jeff Muir (by N. Kimball)(06/03/09)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  | City Manager Approval:<br>Mark Scott (06/03/09)                                   |  |
| <p><b><u>RECOMMENDATION:</u></b></p> <p>Staff recommends the City Council approve a professional services agreement with Motorola, through its Commercial, Government, and Industrial Solutions Sector, for maintenance, support and/or other services for the City's two-way radio and Police/Fire Dispatch systems, for the one year period July 1, 2009 – June 30, 2010, in an amount not to exceed \$40,584.00</p> <p><b><u>BACKGROUND:</u></b></p> <p>During the past two (2) years the City's two-way radio system has been monitored by Culver City Radio Technicians and Motorola at their off site location. The system has been maintained through a service contract with Motorola through a service repair contractor. Without this service agreement in place the Department would be forced to pay for expensive replacement parts and outside technicians to service components of the system that are beyond our technician's expertise. In addition, the Interagency Communications Interoperability System (ICIS) upgrade to the system has added another level of technology and complexity to the radio system. These factors contribute to the need for a maintenance service agreement.</p> <p><b><u>DISCUSSION:</u></b></p> <p>Motorola is the sole source vendor for these services. The City's two-way radio and dispatch systems are Motorola products. This service agreement is the standard contract used by ICIS member cities.</p> |  |                                                                                   |  |

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The maintenance service agreement has five (5) major components:

1. **Monitoring Service:** Motorola remotely monitors the status of our radio system.
2. **Dispatch Service:** The Monitoring Service contacts designated personnel, including the service and repair contractor, when a system problem is detected.
3. **On Site Infrastructure Response Service:** In the event of a system problem, a contract service and repair company is dispatched by Motorola to respond to Culver City.
4. **Infrastructure Repair with Advanced Replacement Service:** Technicians will diagnose and repair system problems. If a part needs to be sent to Motorola for repair, a replacement will be sent back to the City prior to Motorola receiving the broken piece.
5. **System Survey and Analysis:** Annual system “check-up.” Having a Motorola professional services agreement for our radio and dispatch system will assure that systems, in the event of a failure, will be repaired quickly, and up and running in a timely, cost effective manner.

Formal competitive bidding procedures are not required for this professional services agreement, pursuant to Culver City Municipal Code, Section 3.07.070. Additionally, as mentioned above, this is a sole source contract.

**FISCAL ANALYSIS:**

Cost of Service Agreement by Fiscal Year

| <b>Fiscal Year</b>           | <b>Cost</b> |
|------------------------------|-------------|
| 07/08 (partial year service) | 32,448.00   |
| 08/09                        | 40,584.00   |
| 09/10                        | 40,458.00   |

Sufficient Funds were included in the Fire Department’s adopted 08/09 budget and the approved 09/10 budget to cover these expenses.

**ATTACHMENTS:**

None

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**MOTION:**

That the City Council:

1. Approve a Professional Services Agreement with Motorola, through its Commercial, Government, and Industrial Solutions Sector, for Maintenance, Support and/or other Services for the City's two-way Radio and Police/Fire Dispatch systems, for the one year period July 1, 2009 – June 30, 2010, in an amount not to exceed \$40,584.00; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.