

COUNCIL ACTION FORM

SUBJECT: AWARD CONTRACT FOR 800 MHZ TRUNKED RADIO EQUIPMENT, PAGERS, AND RELATED EQUIPMENT AND SERVICES

BACKGROUND:

The 800 MHz trunked radio system provides for interactive communication between City work groups and departments as well as the Story County Sheriff's Office, Iowa State University, Mary Greeley Medical Center, and all Story County emergency responders. On June 24, 2003, City Council awarded a contract to Electronic Engineering Co. for 800 MHz trunked radio equipment, pagers, and related equipment and services for City departments. The contract provided for lease of general radio equipment, law enforcement equipment, equipment installation and maintenance, and paging equipment and services through June 30, 2010. The agreement allowed City departments to continue to receive reliable radio services provided locally by Electronic Engineering Co. and resulted in a total of seventeen years with no rate increases. There have been two change orders to the contract adding additional equipment items.

Radio equipment furnished under the contract includes portable and vehicle radios, base station radios, and specialized law enforcement communication equipment. The City currently has approximately 350 radios and 100 pagers leased under this contract. The total annual cost for radio and pager equipment and related services is approximately \$185,000 per year.

In November 2009, the Story County E-911 board received proposals for a County-wide radio services study. The study includes an analysis of existing conditions and future requirements for the radio network within Story County. The Story County E-911 board awarded a contract in March 2010 and expects completion of the study by fall 2010. Pursuing an RFP during FY 2009/2010 for a new contract for City radio equipment and services (to be effective July 1, 2010) was not practical with the E-911 study still in progress. Public safety departments are the largest users of the City radio contract and interactive communication with agencies throughout the county is critical.

While it is anticipated that the study contracted for by the Story County E-911 board will be completed fall 2010, it is not known when the Story County E-911 board will act upon the study or when affected agencies may have resources to implement any recommended changes. A Radio User Group representing all City departments using the radio system has reviewed current service needs and concluded that continued use of existing equipment and services is in the City's best interests at this time.

The proposed contract with Electronic Engineering Co. is for two years beginning July 1, 2010, and ending June 30, 2012. The two-year period should provide adequate time for the County E-911 board to act on the study currently in progress, for any proposed changes to be considered by the City and other participating agencies, and for the normal budget process to be followed in considering changes in the City's radio program. Prices under the proposed contract reflect a \$2 increase in the tower fee effective July 1, 2010, and an additional \$2 increase in the tower fee for FY 2011/2012. Equipment and other prices are unchanged from the contract awarded in 2003. The contract also includes an option for a third year with no additional price increases. While the equipment is now aging and the technology is older, the Radio User Group is confident that the existing system is reliable for the proposed two-year term. User group members are also working in their respective departments to verify the quantities of radio equipment needed for current operations.

The proposed two-year contract would mean a grand total of nineteen years with no rate increases on most of the equipment and service items furnished under this contract. The proposed increases in tower fees result in an estimated City-wide total cost increase of approximately \$10,000 in each of the next two fiscal years. Tower fees for the two largest users of the contract, the police and fire departments, are paid directly by the Story County E-911 system.

Attached is a report that shows a summary of all payments to Electronic Engineering Co. from July 1, 2009, through May 24, 2010, by department and expense account number. Most of the payments are for equipment and services provided under this contract, although there are also some payments for minor non-contract equipment, parts, and services. Approved budget amounts for FY 2010/2011 are also shown on the attached report. Where applicable, budget amounts would be amended at the appropriate time to reflect the increased cost in tower fees.

ALTERNATIVES:

1. Approve the contract with Electronic Engineering Co. to provide 800 MHz trunked radio equipment, pagers, and related equipment and services for City departments from July 1, 2010, through June 30, 2012.
2. Reject the contract with Electronic Engineering Co. and attempt to purchase radio and pager services on an as-needed basis until the county-wide radio system study is completed and the Story County E-911 board acts on resulting recommendations.

MANAGER'S RECOMMENDED ACTION:

The proposed two-year contract for radio and pager equipment and services will insure continuation of critical interactive communication between City work groups and departments as well as the Story County Sheriff's Office, Iowa State University, Mary Greeley Medical Center, and all Story County emergency responders.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the contract with Electronic Engineering Co. to provide 800 MHz trunked radio equipment, pagers, and related equipment and services for City departments from July 1, 2010, through June 30, 2012.

ELECTRONIC ENGINEERING CO.
FY 2009/2010 PAYMENTS JULY 1, 2009, THROUGH MAY 24, 2010
AND FY 2010/2011 BUDGET

Department	Account Number	YTD Transactions FY 2009/2010	Budget FY 2010/2011
Comments:			
Some YTD expenses are not covered by the radio/pager contract. Account numbers ending with 4062, 4095, etc. may be for repair or other services to communication equipment other than radios and pagers. This would include transfer of law enforcement equipment in Police Department vehicles. Account numbers ending with 6026, 6028, or 6031 may be for minor communication equipment or parts such as intercom, accessories such as phone cases, or fleet equipment parts such as mounting brackets.			
City Manager/Clerk	010-0340-411.40-95	\$ 10.50	\$ -
City Manager/Clerk	010-0410-413.40-95	\$ 199.50	part of \$2,450
City Manager/Clerk	010-0540-415.40-95	\$ 219.00	part of \$1,500
CyRide	550-1221-436.40-70	\$ 522.25	\$ 24,500.00
CyRide	550-1222-436.40-70	\$ 23,466.60	\$ 1,400.00
CyRide	550-1222-436.60-31	\$ 484.70	part of \$255,840
Electric Services	030-4802-429.60-26	\$ 2,199.47	N/A
Electric Services	530-4001-485.40-70	\$ 335.61	\$ 500.00
Electric Services	530-4167-485.40-70	\$ 5,347.21	\$ 5,500.00
Electric Services	530-4167-485.40-95	\$ 139.05	\$ -
Electric Services	530-4168-485.40-70	\$ 1,646.73	\$ 2,000.00
Electric Services	530-4458-485.40-70	\$ 10,346.48	\$ 18,300.00
Electric Services	530-4458-485.60-26	\$ 53.50	part of \$10,000
Electric Services	530-4661-485.40-95	\$ 540.58	\$ -
Electric Services	530-4690-485.40-70	\$ 1,106.38	\$ 1,300.00
Electric Services	530-4795-485.40-70	\$ 670.89	\$ 732.00
Finance Department IT	820-1820-511.40-70	\$ 736.80	\$ 737.00
Fire Department	010-2220-422.40-62	\$ 262.35	part of \$4,700
Fire Department	010-2220-422.40-70	\$ 24,805.92	\$ 24,774.00
Fire Department	010-2220-422.60-26	\$ 117.85	part of \$16,000
Fire Department	010-2220-422.60-28	\$ 22.00	part of \$23,235
Fire Department	010-2230-422.40-70	\$ 485.46	\$ 485.00
Fire Department	245-2271-429.40-95	\$ 900.00	N/A FEMA account
Fire Department	245-2271-429.60-26	\$ 4,988.67	N/A FEMA account
Fire Department	245-2271-429.70-38	\$ 494.95	N/A FEMA account
Fleet Services	810-2720-525.40-70	\$ 670.40	\$ 1,000.00
Fleet Services	810-2740-525.40-62	\$ 4,987.33	part of fleet maintenance budget
Fleet Services	810-2740-525.60-31	\$ 20.09	
Fleet Services	810-2760-526.40-62	\$ 197.35	

ELECTRONIC ENGINEERING CO.
FY 2009/2010 PAYMENTS JULY 1, 2009, THROUGH MAY 24, 2010
AND FY 2010/2011 BUDGET

Department	Account Number	YTD Transactions FY 2009/2010	Budget FY 2010/2011
Fleet Services	810-2761-526.40-62	\$ 6,726.53	
Fleet Services	810-2763-526.40-62	\$ 69.95	
Fleet Services	811-2760-526.40-62	\$ 4,162.09	part of fleet replacement budget
Parks & Recreation	010-5926-452.40-70	\$ 3,135.00	\$ 3,500.00
Police Department	010-2515-421.40-70	\$ 4,158.00	\$ 4,158.00
Police Department	010-2532-421.30-72	\$ 170.00	part of PD fleet maintenance
Police Department	010-2532-421.40-62	\$ 487.35	part of \$3,000
Police Department	010-2532-421.40-70	\$ 32,012.00	\$ 32,012.00
Police Department	010-2533-421.40-70	\$ 7,230.00	\$ 7,230.00
Police Department	010-2533-421.60-28	\$ 115.90	part of \$2,415
Police Department	010-2535-421.40-62	\$ 529.55	part of \$1500
Police Department	010-2535-421.40-70	\$ 1,105.00	\$ 1,105.00
Police Department	010-2538-442.40-70	\$ 1,479.00	\$ 1,479.00
Police Department	073-2582-421.60-28	\$ 2,058.32	N/A one-time purchase Buffer Zone Protection grant
Police Department	073-2598-421.60-28	\$ 4,834.12	N/A one-time purchase BYRNE grant
Police Department	073-2599-421.60-26	\$ 3,477.78	NA one-time purchase BYRNE grant
Police Department	540-2510-434.40-70	\$ 1,077.00	part of \$2,885
Public Works	060-7210-416.40-70	\$ 313.50	\$ 345.00
Public Works	060-7323-424.40-70	\$ 966.58	\$ 952.00
Public Works	060-7324-424.40-70	\$ 872.30	\$ 952.00
Public Works	060-7735-431.40-62	\$ 11.00	part of \$150
Public Works	060-7735-431.40-70	\$ 3,484.75	\$ 4,062.00
Public Works	060-7735-431.60-26	\$ 352.75	part of \$3,600
Public Works	060-7943-431.40-62	\$ 95.00	\$ -
Public Works	060-7943-431.40-70	\$ 3,484.75	\$ 4,062.00
Public Works	060-7943-431.60-26	\$ 352.75	part of \$1,000
Public Works	060-9418-431.40-70	\$ 2,109.00	\$ 2,700.00
Public Works	510-8255-482.40-70	\$ 1,906.70	\$ 1,881.00
Public Works	510-8255-482.60-26	\$ 109.36	part of \$55,000
Public Works	510-8320-482.40-70	\$ 242.75	\$ 171.00
Public Works	520-8245-484.40-70	\$ 1,638.25	\$ 1,881.00
Public Works	520-8310-482.40-70	\$ 242.75	\$ 171.00
Public Works	540-9673-434.40-70	\$ 966.47	\$ 952.00
Public Works	590-8920-481.40-70	\$ 200.00	\$ 800.00

ELECTRONIC ENGINEERING CO.
FY 2009/2010 PAYMENTS JULY 1, 2009, THROUGH MAY 24, 2010
AND FY 2010/2011 BUDGET

Department	Account Number	YTD Transactions FY 2009/2010	Budget FY 2010/2011
Public Works	590-8920-481.40-95	\$ 47.50	part of \$26,000
Public Works	590-8920-481.60-26	\$ 1,105.25	part of \$192,730
Public Works	590-8920-481.60-28	\$ 61.00	part of \$12,000
Water & Pollution Control	510-3520-482.40-70	\$ 1,995.00	\$ 2,500.00
Water & Pollution Control	510-3560-482.40-70	\$ 855.00	\$ 1,100.00
Water & Pollution Control	520-3010-484.40-70	\$ 1,852.50	\$ 3,500.00