

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: ALAN ALTON, CHIEF FINANCIAL OFFICER, FINANCE  
DEPARTMENT  
SUBJECT: APPROVAL OF A FIVE-YEAR BLANKET PURCHASE ORDER  
WITH DAY MANAGEMENT CORPORATION

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Finance Department that the Council, by resolution, approve a five-year Blanket Purchase Order (BPO) for maintenance, repair, and inspection services of existing communications equipment utilizing the pricing from the Houston-Galveston Area Council (H-GAC) Cooperative Agreement Number RA05-21 with Motorola Solutions, Inc. for a total amount not to exceed \$568,414.08, with a 10% contingency in the amount of \$56,841.40 to Day Management Corporation, dba Day Wireless Systems (DWS), and will be contracted as the preferred Motorola Solutions, Inc. provider in our region for these services.

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EXECUTIVE SUMMARY

Upon approval, this BPO will provide maintenance, repair, and inspection services for City-wide fixed and mobile radios and supporting communications equipment. DWS is contracted as the preferred provider for Motorola Solutions, Inc. in our region for these services.

BACKGROUND

Services will be provided, including but not limited to: inspections, radio repairs, and maintenance for various City departments. Departments include; Police, Fire, Transit, and Water.

On April 6, 2022, the City Manager approved the use of the Houston-Galveston Area Council (H-GAC) Cooperative Agreement Number RA05-21 pricing with Motorola Solutions, Inc. and the issuance of a BPO to DWS. The BPO expires on July 31, 2024.

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PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

The H-GAC Cooperative Purchasing Program is a competitive bidding process that assists local governments in reducing costs through this nationwide government-to-government procurement service.

DWS has provided the City with a five-year proposal utilizing the H-GAC Cooperative Agreement pricing. This proposal holds the current rate for three (3) years and then a 3% yearly increase for years four (4) and five (5).

Santa Rosa City Code Section 3-08.160 permits cooperative purchases when advantageous to the City. H-GAC's procurement process includes research, specifications preparation, pre-bid and preproposal conferences, legal notice posting and advertising, bid/proposal review, and contract execution available at a national level. Additional benefits to utilizing a cooperative purchase agreement is an expedited procurement process, volume purchasing discounts, on-duty professional staff assistance, research and development of technical specifications, and contract management services provided by the lead Agency, H-GAC.

Based on the City's pricing under the H-GAC Cooperative, the purchasing staff considers it advantageous for the City to approve and utilize the cooperative purchase. Upon approval, a five-year BPO will be issued using the City's standard Purchase Order Terms and Conditions.

Under the City's Purchasing Policy, City Code 3-08-110(A) Award Authority, this request requires approval by the City Council.

FISCAL IMPACT

Funds for this expense have been appropriated in the Fiscal Year 2024-25 budget within each of the various departments and, as a regular expenditure, will be included in subsequent years' budget requests when presented to Council.

ENVIRONMENTAL IMPACT

This action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Sections 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and no further environmental review is required.

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BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution/Exhibit A (Proposal)

PRESENTER

Alan Alton, Chief Financial Officer  
Brandalyn Tramel, Purchasing Agent