



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Scott P. Johnson

SUBJECT: SEE BELOW

DATE: November 3, 2008

Approved

Date

11/4/08

COUNCIL DISTRICT: Citywide

SUBJECT: REPORT ON BIDS FOR SYSTEM FURNITURE FOR THE 911 CALL CENTER

RECOMMENDATION

Report on bids and award the purchase of dispatcher console systems furniture, training center system furniture, printer stands, product training, delivery and installation to the low bidder, Wright Line LLC (Worcester, MA), for a total amount not to exceed \$572,477.50, including all applicable sales taxes, and authorize the Director of Finance to:

1. Execute the purchase order for the base bid and add alternate products and services.
2. Amend the initial purchase order to make minor configuration changes as needed or to purchase additional quantities of base bid, add alternate, and/or peripheral products at the prices bid for one year after issuance of the initial Purchase Order subject to the appropriation of funds.

OUTCOME

To provide dispatch console and training console system furniture as part of the renovation of the aging 911 Call Center.

BACKGROUND

On March 5, 2002, the voters in San José approved Measure O, the “9-1-1, Fire, Police, Paramedic and Neighborhood Security Act” (Neighborhood Security Act Bond Measure). Included in the projects to be funded through the bond measure was the renovation of the 9-1-1 Communications Dispatch Center located on the fourth floor of the Communications Building at 675 North San Pedro Street. The facility houses Police and Fire Dispatch operations, the



Emergency Operations Center, and the Office of Emergency Services. The renovation includes new furniture and equipment for the call center, learning center, classrooms, and break areas.

ANALYSIS

On September 10, 2008, a Request for Bids (RFB) was released and advertised using the City's e-procurement system where 37 companies viewed the bid documents and 26 companies downloaded the RFB.

The bid process included an evaluation of system furniture to establish a list of pre-qualified product lines that met all of the bid specifications. Product line samples were submitted by two manufacturers (see table below) and pre-approved by staff for meeting bid specifications.

After notification of pre-approval, these two companies submitted bids which are summarized in the table below:

	QTY	Bramic Creative Business Solutions, Ltd. Extended Price	Wright Line, LLC Extended Price
BASE BID ITEMS			
Police/Calltaker Workstation	23	\$270,758.07	\$195,972.88
Police/Dispatcher Workstation	13	\$155,386.07	\$117,413.27
Police/Supervisor Workstation	4	\$57,176.00	\$39,252.44
Fire/Dispatch Workstation	8	\$100,316.00	\$74,079.84
Fire/Command Workstation	1	\$4,778.18	\$1,822.81
Fire/Senior Office Workstation	2	\$19,265.00	\$5,147.00
Fire/Auxiliary Fixed Station	2	\$8,985.10	\$1,916.40
Printer Stands	23	\$17,196.00	\$5,017.45
<i>Furniture Base Bid Items:</i>		\$633,842.42	\$440,622.09
Delivery, Installation, Training	1	\$86,471.00	\$33,400.00
Disassembly/Disposal of Existing Furniture	1	\$21,737.00	\$13,920.00
<i>Services Base Bid Items:</i>		\$108,208.00	\$47,320.00
ADD/ALTERNATE ITEMS			
Learning Center Consoles	10	\$37,637.00	\$37,620.40
<i>Furniture Add/Alternate Items:</i>		\$37,637.00	\$37,620.40
Deliver, Installation, Training	1	\$2,032.00	\$5,140.00
Disassembly/Disposal of Existing Furniture	1	\$3,685.00	\$2,320.00
<i>Services Add/Alternate Items:</i>		\$5,717.00	\$7,460.00
Furniture Total:		\$671,479.42	\$478,242.49
Services Total:		\$113,925.00	\$54,780.00
Sales Tax:		\$55,397.05	\$39,455.01
GRAND TOTAL:		\$840,801.47	\$572,477.50

None of the bidders requested consideration for the City's Local and Small Business preference. Therefore, the preference was not a factor in the award.

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Living Wage applies to the disassembly and disposal of existing furniture and the installation of the new furniture.

Based on the RFB, all pricing is fixed for a one year period including pricing for peripheral equipment such as task lights, adjustable monitor arms, adjustable telephone set riser, and file storage cabinets. In addition, the final layout may require minor configuration changes for anchoring workstations, or routing power and data services.

Based on the discussion above, in accordance with the formal bidding procedures of the San José Municipal Code, Section 4.12.310.B, staff recommends award to Wright Line LLC., the low bidder.

EVALUATION AND FOLLOW-UP

This memorandum will not require any further follow-up from staff.

POLICY ALTERNATIVES

Not applicable.

PUBLIC OUTREACH/INTEREST

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater; **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

Although this item does not meet any of the criteria listed above, this memorandum will be posted on the City's website for the November 18, 2008 Council agenda.

COORDINATION

This memorandum has been coordinated with the Police Department, City Manager's Budget Office, and the City Attorney's Office.



FISCAL/POLICY ALIGNMENT

This action is consistent with the following General Budget Principles “We must focus on protecting our vital core city services for both the short- and long-term”.

COST SUMMARY/IMPLICATIONS

Not applicable.

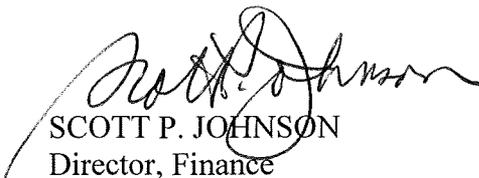
BUDGET REFERENCE

The table below identifies the fund and appropriation proposed to fund the agreement recommended as part of this memorandum.

Fund #	Appn #	Appn. Name	Total Appn	Amt. of Agreement	2008-2009 Adopted Operating Budget Page	Last Budget Action (Date, Ord. No.)
001	0502	Police Department Non-Personal / Equipment	\$23,243,852	\$572,477.50	VII-393	10/21/08

CEQA

Not a project.


SCOTT P. JOHNSON
Director, Finance

For questions please contact Walter C. Rossmann, Chief Purchasing Officer at (408) 535-7051.

