

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-53

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL WAIVING THE COMPETITIVE BID PROCESS AND EXTENDING A CONTRACT WITH TEKIMATE LLC, AN ALASKA COMMUNICATIONS CORPORATION, TO PROVIDE ONGOING INFORMATION TECHNOLOGY MANAGEMENT AND SUPPORT SERVICES**

WHEREAS, the City of Dillingham went out to bid for information technology support in 2012 and awarded a contract to Tekmate LLC (Tekmate), based in Anchorage, on a one-year trial basis; and

WHEREAS, the City of Dillingham, pleased with Tekmate's computer support, knowledge, and managing skills, renewed their contract in 2013 to continue the Managed Services Agreement for a three year period that expires September 4, 2016; and

WHEREAS, Tekmate has continually proven to be a valuable asset to the City of Dillingham, managing and upgrading the city's network and PCs to universal, secure and dependable technology, maintaining a list and monitoring expiration dates of all software and hardware products, creating good working relationships with the employee group by following through with their troubleshooting procedures and in a timely manner, being responsive by listening to the City's needs, and handling some of the very unique services required by the Public Safety Dept.; and

WHEREAS, the City of Dillingham wishes to retain that working relationship and offer another three year contract that would expire August 31, 2019; and

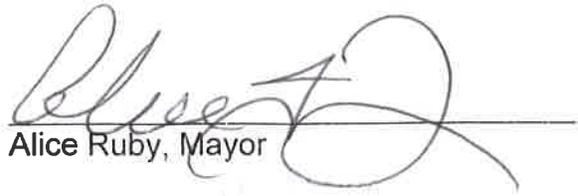
WHEREAS, Dillingham Municipal Code (DMC) 4.30.120, allows waiving of purchase restrictions if the City Council finds that it is not in the public interest to follow the procurement procedures as established for the contracting of professional services, the City Council may, following approval of a resolution stating such, proceed to negotiate with a selected supplier or suppliers for subject services; and

WHEREAS, the waiver is based on the criteria outlined in DMC 4.30.130, Exemptions, A. 6, to professional services retained on a continuing as opposed to a project basis, i.e., accounting, appraisal, legal and civil engineering services; and

WHEREAS, these services have been budgeted in FY2017, in the amount of \$40,000;

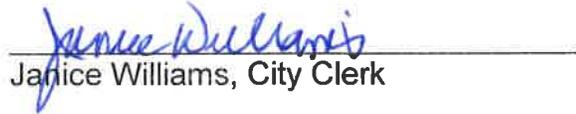
NOW, THEREFORE, BE IT RESOLVED that Dillingham City Council authorizes the City Manager to waive the competitive bid process and extend a contract to Tekmate for a three-year period that will expire August 31, 2019.

PASSED and ADOPTED by the Dillingham City Council on September 1, 2016.

  
Alice Ruby, Mayor

[SEAL]

ATTEST:

  
Janice Williams, City Clerk

**City of Dillingham Information Memorandum**

Agenda of: September 1, 2016

Attachment to:

Ordinance No. \_\_\_\_\_ / Resolution No. 2016-53

**Subject:**

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL WAIVING THE COMPETITIVE BID PROCESS AND EXTENDING A CONTRACT WITH TEKIMATE LLC, AN ALASKA COMMUNICATIONS CORPORATION, TO PROVIDE ONGOING INFORMATION TECHNOLOGY MANAGEMENT AND SUPPORT SERVICES

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City Manager: Recommend Approval

Signature: Jamie Williams, City Clerk / Acting Mgr

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Fiscal Note:  Yes  No

Funds Available:  Yes  No

**Other Attachments:**

- None

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**Summary Statement:**

The purpose of this Information Memorandum is to authorize the City Manager to continue the Managed Services Agreement with Tekmate LLC, an Alaska Communications Partner, and waive the competitive bid process. The current agreement expires on September 4, 2016.

Attachment to:  
Ordinance No. \_\_\_\_\_ / Resolution No. 2016-53

Summary Statement continued:

Route to	Department Head	Date
X	Finance Director	
	Planning Director	
X	City Clerk	

City of Dillingham  
Fiscal Note

Agenda Date: September 1, 2016

Contract (3-year) for Ongoing IT Management & Support Services.

ORIGINATOR: Navin Bissram

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: <p style="text-align: center;">\$120,000</p>		FUNDING SOURCE <p style="text-align: center;"><b>General Fund</b></p>	
FROM ACCOUNT  <div style="display: flex; justify-content: space-between;"> <span>1000 7940 10 17</span> <span>\$84,000</span> </div> <div style="display: flex; justify-content: space-between;"> <span>1000 7940 20 29</span> <span>\$36,000</span> </div>		Project  <p style="text-align: center;"><b>IT Management &amp; Support Services</b></p>	
TO ACCOUNT:	VERIFIED BY: <u>Navin Bissram</u>	Date:	<u>8/25/2016</u>

EXPENDITURES

OPERATING	FY17	FY18	FY19	
Contract/Professional	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	
<b>TOTAL OPERATING</b>	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ -</b>

CAPITAL				
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REVENUE				
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FUNDING

General & Special Rev. Funds	\$40,000	\$40,000	\$40,000	
State/Federal Funds				
Other				
<b>TOTAL FUNDING</b>	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Resolution No. 2016-53

PREPARED BY: Navin Bissram

August 25, 2016

DEPARTMENT: Finance

APPROVED BY: \_\_\_\_\_