

Action Memorandum No. 2020-10

Subject:

Authorize the City Manager to Award a Contract for RFP 2020-05, Emergency Communication System.

City Manager: Recommend Approval

Signature: 

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

-RFP 2020-05 Bid Summary Memo

Summary Statement:

This action memorandum authorizes administration to sign a contract with Motorola Solutions, Inc. The City did not receive any other responsive bids.

The Dillingham City Council approved Resolution 2020-19, waiving the purchasing requirements for procuring an emergency communications system and setting payment of services not to exceed \$750,000, at the September 3, 2020 Council meeting. The City of Dillingham directly solicited bids from Motorola vendors within the State of Alaska on September 4, with a deadline of October 29, 2020.

As the only responsive bidder, Motorola Solutions, Inc. should be awarded this contract. The base bid of \$497,000, 6 years of support and maintenance services at \$220,516, and a contingency of \$32,484 to cover change orders, addition to scope needed for effective implementation, and associated costs for City responsibilities under the proposal design and installation assumptions, are requested and in line with the not to exceed value of \$750,000 stipulated in Resolution 2020-19. The payment terms would facilitate the CARES Act funding requirements stated in the resolution.

(Such publication shall be made twice, with at least one week, but not more than two weeks, intervening between publications, and there shall be sufficient time between the date of last publication and the bid opening for preparation of bids, which time shall not be less than two weeks.)

Action Memorandum No. 2020-10

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on November 5, 2020



Mayor

ATTEST:

[SEAL]



City Clerk

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

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Bill Rodawalt
Aksel Buholm
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: October 30, 2020
To: Tod Larson, City Manager
From: Cynthia Rogers, Planning Director
Subject: RFP 2020-05, Emergency Communications System, Bid Summary

The Dillingham City Council approved Resolution 2020-19, waiving the purchasing requirements for procuring an emergency communications system and setting payment of services not to exceed \$750,000, at the September 3, 2020 Council meeting. The City of Dillingham directly solicited bids from Motorola vendors within the State of Alaska on September 4, with a deadline of October 29, 2020.

Two bids were received as follows:

1. Articom
 - The bid was not considered responsive, because the bid prices are for Tait equipment, not Motorola equipment, as required. The RFP states "no substitutes," and provides descriptions and model numbers for Motorola equipment.
2. Motorola Solutions, Inc.
 - This was the only responsive bid, and provided an overall robust system solution as solicited, addressing each area required in the RFP document. The bid also provides NASPO pricing to the City through the State of Alaska, Department of Administration, Division of General Services. This provides the City with pre-negotiated discounted pricing for the Motorola equipment.

As the only responsive bidder, Motorola Solutions, Inc. should be awarded this contract. The base bid of \$497,000, 6 years of support and maintenance services at \$220,516, and a contingency of \$32,484 to cover change orders, addition to scope needed for effective implementation, and associated costs for City responsibilities under the proposal design and installation assumptions, are requested and in line with the not to exceed value of \$750,000 stipulated in Resolution 2020-19. The payment terms would facilitate the CARES Act funding requirements stated in the resolution and would be as follows:

1. 25% of the Contract Price due upon contract execution (due upon effective date);
2. 60% of the Contract Price due upon shipment of equipment from Staging;
3. 10% of the Contract Price due upon installation of equipment; and
4. 5% of the Contract Price due upon Final Acceptance.

City of Dillingham
Fiscal Note

Agenda Date: November 5, 2020

Emergency Communication contract with Motorola Solutions, Inc

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED:		FUNDING SOURCE	
		City of Dillingham	
FROM ACCOUNT		Project	
3822 7620 20 59 8011 0	Major Equipment		
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date:	10/30/2020

EXPENDITURES

OPERATING	FY21	FY22	FY23	FY24
Major Equipment	\$ 750,000.00			
TOTAL OPERATING	\$ 750,000.00	\$ -	\$ -	\$ -

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

General & Special Rev. Funds				
State/Federal Funds				
Capital Project				
CARES funding	750,000.00			
TOTAL FUNDING	\$ 750,000.00	\$ -	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)

See Action Memorandum 2020-10

PREPARED BY: Anita Fuller

October 30, 2020

DEPARTMENT: Finance

APPROVED BY: _____
