



# CITY OF SAN MATEO

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## Agenda Report

Agenda Number: 16

Section Name: {{section.name}}

Account Number: 10-5160

File ID: {{item.tracking\_number}}

**TO:** City Council  
**FROM:** Drew Corbett, City Manager  
**PREPARED BY:** Police Department  
**MEETING DATE:** September 19, 2022  
**SUBJECT:**  
Radio Dispatch Console System – Agreement and Amendment

### RECOMMENDATION:

Approve an agreement with Telecommunications Engineering Associates in the amount of \$465,199 for the purchase of a new radio dispatch console system; approve amendment No. 1 to the agreement for telecommunications maintenance management services in the amount of \$109,157 for a new agreement total in an amount not to exceed \$364,362; adopt a Resolution to approve the use of an alternative purchasing method and authorize an appropriation of \$22,000 from the Equipment Replacement Fund to the Radio Dispatch Console Capital Improvement Project budget; and authorize the Chief of Police to execute the agreement and amendment in substantially the form presented.

### BACKGROUND:

The Police Department operates a twenty-four hour emergency dispatch communications center. The most vital equipment in the communications center, the dispatch radio console system, was purchased in 2008 and has been in service since the new Police Station facility opened in 2009. The equipment has reached the end of its useful life and replacement is recommended at this time to ensure continuity of emergency communications.

A critical factor in identifying replacement equipment is that the provider be thoroughly familiar with the City and County's public safety radio systems. The installation will require complex engineering and coordination to maintain optimum performance and dependability. The City has contracted with Telecommunications Engineering Associates (TEA) for services related to the City's entire municipal government radio system for over thirty years. Thorough research has been conducted by Police Department staff and TEA, and the Zetron radio console system has been identified as the desired replacement. The existing equipment is manufactured by Zetron, and staff wishes to continue to utilize Zetron radio consoles as these are the standard for communications centers throughout San Mateo County. This improves the ability to participate in regional interoperable communications systems and assures that San Mateo will not be isolated from the mainstream with regard to maintenance and support of the equipment.

Staff requests approval of the purchase pursuant to SMMC 3.60.070(h)(3), which allows the Council to use any purchasing process which is in the best interest of the City. Pricing for this type of radio equipment tends to be fairly standardized amongst retailers. It is unlikely that putting this purchase out to bid formally would result in significant differences in pricing. TEA is a local vendor who currently maintains existing citywide radio infrastructure. They have in-depth knowledge and experience with law enforcement radio systems throughout San Mateo County and provide maintenance and facilities management services to the majority of local agencies. Staff has been pleased with their responsiveness to its needs and believes the customer service they provide to be exceptional. For these reasons, staff believes it to be in the best interest of the City to proceed with the agreement for the purchase of the radio console system from TEA.

In addition, the City currently has a five-year agreement with TEA for maintenance of citywide radio infrastructure that

expires in 2025. Staff recommends approval of Amendment No. 1 to this agreement to reflect the new console equipment, extend the term to 2027, and increase compensation to an amount not to exceed \$364,362, which reflects a discount of ten percent due to the long-term relationship.

**BUDGET IMPACT:**

Funding for this purchase has been included in the adopted Radio Dispatch Consoles Capital Improvement Program project budget. The purchase cost exceeds the adopted project budget, therefore an appropriation of \$22,000 from the Equipment Replacement Fund is requested. There are sufficient funds in the Equipment Replacement Fund for this purpose. The new consoles will be placed on a ten-year replacement cycle with amortized replacement funds going to the City's Equipment Replacement Fund. Funds for the City's radio maintenance are included in the Police Department's annual operating budget.

**ENVIRONMENTAL DETERMINATION:**

This action is not a project subject to CEQA, because it can be seen with certainty that it will not cause a physical change in the environment. (Public Resources Code Section 21065.)

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 – Proposed Resolution

Att 2 – Agreement for Console System

Att 3 – Amendment No. 1 to Agreement for Maintenance

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