



CITY OF SAN MATEO

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Agenda Report

Agenda Number: 7

Section Name: {{section.name}}

Account Number: 10-5141

File ID: {{item.tracking_number}}

TO: City Council

FROM: Christina Horrisberger, Interim City Manager

PREPARED BY: Police Department

MEETING DATE: July 17, 2023

SUBJECT:

Public Safety Radio Communications Base Station Equipment – Agreement and Amendment

RECOMMENDATION:

Adopt a Resolution to approve the use of an alternative purchasing method and authorize an appropriation of \$25,155 to the Police Department’s operating budget; approve an agreement with Telecommunications Engineering Associates (TEA) in the amount of \$519,337 for the purchase of new public safety radio communications base station equipment; approve Amendment No. 2 to a separate agreement with TEA for telecommunications maintenance management services in the amount of \$125,777 for a new agreement total amount not to exceed \$490,137; and authorize the Chief of Police to execute the agreement and amendment in substantially the form presented.

BACKGROUND:

The City of San Mateo is in the midst of a multi-year capital improvement effort to replace and update antiquated public safety radio communications infrastructure. Phase I of the project was completed in FY22/23 and involved replacing the dispatch radio console system equipment in the Police Department’s emergency communications center. The second phase of the project is to replace components of the City’s external radio infrastructure.

There are six radio locations in San Mateo with numerous pieces of critical equipment ranging from antennas, repeaters, towers, transmitters and power sources. Most of these components are well-past their useful life and must be replaced to ensure continuity of citywide radio communications. Additionally, the upgrades will help support interoperability with our partner agencies along the Peninsula. Given the dynamics of mutual aid and very close borders, law enforcement agencies routinely support neighboring agencies and the radio system must have the functionality to do so during emergency situations.

A critical factor in identifying replacement components 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 to identify radio base station equipment replacement components which ensure we maintain our 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 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 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 base station equipment from TEA.

In addition, the City currently has a multi-year agreement with TEA for maintenance of citywide radio infrastructure that expires in 2027. The integration of the new base station equipment will require enhanced maintenance. Staff recommends approval of Amendment No. 2 to this agreement to reflect the new base station equipment, and increase compensation in an amount not to exceed \$125,777.

BUDGET IMPACT:

Funding for this equipment purchase has been included in the adopted Radio Infrastructure Capital Improvement Program project budget. The new equipment will be placed on a 12-year replacement cycle with amortized replacement funds going to the City's Equipment Replacement Fund. Funds for the ongoing radio maintenance services are included in the Police Department's annual operating budget; however, funding for the additional maintenance costs which will be incurred upon installation of the new base station equipment was not included in the adopted FY23/24 budget. Council approval is requested to appropriate \$25,155 to the Police Department operating budget to cover the increased cost of service.

ENVIRONMENTAL DETERMINATION:

The proposed agreements are exempt under the "common sense" exemption, CEQA Section 15061(b)(3), because it can be seen with certainty that purchase and maintenance of telecommunications equipment will not have a significant effect on the environment.

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Proposed Resolution

Att 2 – Agreement for Base Station Equipment

Att 3 – Amendment No. 2 to Maintenance Agreement

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