

AGENDA



Thursday, May 24, 2007

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 24

Subject: Authorize award and execution of a 12-month requirements service contract with RZ COMMUNICATIONS, INC. (MBE/MH), Austin, TX, for installation and maintenance of two-way radios and other peripheral equipment in an estimated amount not to exceed \$100,000, with four 12-month extension options in an estimated amount not to exceed \$100,000 per extension option, for a total estimated contract amount not to exceed \$500,000.

Amount and Source of Funding: Funding in the amount of \$33,334 is available in the Fiscal Year 2006-2007 Operating Budget of the Communications and Technology Management Department. Funding for the remaining eight months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Barbara McConnell, Buyer II, 972-4009

Purchasing Language: Lowest bid of two bids received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

The CTM-Wireless Communications Services Division (WCSD) maintains radios and other mobile and fixed station equipment installations for City departments and for external agencies through interlocal agreements. This contract will provide WCSD with an alternate method of service delivery when the workload exceeds the capacity of existing staff.

The services to be provided are installation and maintenance of City-owned two-way radios and other peripheral equipment such as vehicle emergency lights and siren units, mobile data equipment and printers, mobile video systems, electronic shotgun mounts, radar units, etc.

MBEs/WBEs solicited: 2/2 MBEs/WBEs bid: 2/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Seventy-seven notices were sent, including two MBEs and two WBEs. Two bids were received with one MBE responding.
- c. This is the first purchase of its type; therefore, there is no pricing history available.

APPROVAL JUSTIFICATION

- a. Lowest bid received.
- b. The Purchasing Office concurs with the Communications & Technology Management Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.