

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the City Council:

SUBJECT: Communications & Information Technology – Authorize purchase orders for the sole source purchase of parts and products for the City's radio and communications equipment.

Expenditure: Not-to-Exceed \$80,000.00

RECOMMENDATION

Recommendation of the Information Technology Director that the City Council authorize purchase orders to Motorola c/o Advanced Electronics, Redondo Beach, CA. and to Advanced Electronics, Redondo Beach, CA. in the combined amount of not-to-exceed \$80,000.00, for the sole-source purchase of Motorola parts and products to support and maintain radio communications equipment for all City departments on an as-needed and as-requested basis effective August 7, 2009, through August 6, 2010.

Funding

Funding is available in the Radio Communications program and each respective department's operating budget.

BACKGROUND / ANALYSIS

Radio communication parts are needed to maintain the City's entire radio communications system which includes over 1,000 mobile and portable radios and over 55 field receivers, repeaters, and antenna systems. The proposed purchase orders will also cover the purchase of miscellaneous equipment such as batteries, lapel microphones, and other minor parts and accessories. Motorola requires that some of these items be ordered from Motorola c/o Advanced Electronics and other items, such as batteries and minor parts and accessories, be ordered from Advanced Electronics. Having separate purchase orders for this purpose will help facilitate Motorola's requirements.

The Communications Division is responsible for placing radio communications related orders on behalf of other departments. These orders are reviewed to ensure product compatibility and are funded by the requesting department. The current purchase order is in an amount not to exceed \$110,000. The requested amount for the new purchase order is \$80,000 representing a 27 % reduction in anticipated expenditures.

Motorola has assigned Advanced Electronics in Redondo Beach as its manufacturer's representative assigned to Torrance. The proposed purchase orders fall under Torrance Municipal Code, Section 22.3.17. Exception; Sole Source Purchases.

The proposed sole source purchase is provided per the Torrance Municipal Code, SECTION 22.3.17. EXCEPTION; SOLE-SOURCE PURCHASES. The section's paragraph b) states: "For purposes of this Section, "sole-source purchases" means those purchases where it would be undesirable or impossible for the City to advertise for bids for particular work or for patented items, or experimental or unique services or products, or where competitive purchases would be unavailable or would not prove advantageous for the City."

Respectfully submitted,



RICHARD SHIGAKI
Information Technology Director

CONCUR:



LeRoy J. Jackson
City Manager

for