

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

263



**FROM:** Riverside County Information Technology (RCIT)

**SUBMITTAL DATE:**  
October 30, 2014

**SUBJECT:** Approve the procurement for the Department of Public Health (DOPH) Emergency Radio Dispatch Center Relocation Project via the competitive bidding process with one bid response received. All Districts, [\$47,877]; RCIT Operating budget with reimbursement by DOPH

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the Purchase Order to Airwave Communication for \$47,877 as the only responsive bidder to the DOPH Emergency Radio Dispatch Center Relocation Project, and;
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to issue a change order necessary to complete the project that does not exceed a 10% increase in total amount.

**BACKGROUND:**

**Summary**

Department of Public Health is in the process of moving from two locations (4065 County Circle Dr. Riverside, CA 92503 and the location at 3900 Sherman Dr. Riverside, CA 92503) to a new facility at 4210 Riverwalk Parkway, Riverside, CA 92505. DOPH has an emergency radio dispatch center that is capable of communicating to its own staff, hospitals, Riverside County Fire, Riverside County Sheriff, and dozens of other essential Public Safety agencies on a multitude of radio system networks, including the new PSEC voice and data network.

(continued on page 2)

Christopher M. Hans  
Interim Chief Information Officer

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
<b>COST</b>	\$ 47,877	\$ 0	\$ 47,877	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0	

<b>SOURCE OF FUNDS:</b> RCIT Operating Budget with reimbursement by Department of Public Health	<b>Budget Adjustment:</b> No
	<b>For Fiscal Year:</b> 14/15

**C.E.O. RECOMMENDATION:**

APPROVE

BY:   
Jennifer L. Sargent

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Ashley, seconded by Supervisor Jeffries and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Stone, Benoit and Ashley  
Nays: None  
Absent: Tavaglione  
Date: November 24, 2014  
xc: RCIT, Purchasing

Kecia Harper-Ihem  
Clerk of the Board

By:   
Deputy

Prev. Agn. Ref.:

District: ALL

Agenda Number:

3-83

Department of Public Health: Susan Harrington, Director of Public Health  
 Purchasing: Mark Sellar, Assistant Director  
 Departmental Concurrence

- A-30
- Positions Added
- 4/5 Vote
- Change Order

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
FORM 11: the Department of Public Health (DOPH) Emergency Radio Dispatch Center Relocation  
Project via the competitive bidding process with one bid response received. All Districts,  
[\$47,877]; RCIT Operating budget with reimbursement by DOPH  
DATE: October 30, 2014  
PAGE: 2 of 2**

**BACKGROUND:**

**Summary (continued)**

To continue normal operations, the radio center can either be rebuilt or the existing equipment can be moved to the new location. The cost to move existing equipment is considered reasonable based on a recent budgetary estimate to build a new emergency radio dispatch center for DOPH which may exceed \$300,000. A comprehensive scope of work was generated by RCIT Communications Solution Division and a formal bid was issued for the relocation project. Airwave Communications has an excellent reputation and references with Public Safety Dispatch Center projects of this type and professionally moving existing equipment is more cost effective than building a new dispatch center.

**Impact on Residents and Businesses**

DOPH will continue to be able to coordinate with public safety agencies and health/ medical agencies to ensure the county is better able to prepare our communities for any health/medical disaster, whether man-made or natural. There is no negative impact on the citizens or businesses in the County of Riverside.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

RCIT will provide project management and secure outside contractors as directed by a Letter of Authorization (LOA) signed by the DOPH agreeing that this portion of the cost is reimbursable to RCIT as part of the overall project services provided.

**Contract History and Price Reasonableness**

The Purchasing Department solicited competitive bids via Public Works Request for Quote (RFQ) #ITARC-281. The bid was posted publically, submitted to plan rooms and sent directly to four potential bidders. A job walk was held and three companies attended. Purchasing received one responsive bid from Airwave Communications with a total project cost not to exceed amount of \$47,877. The other bidders in attendance at the job walk did not have the experience and certifications necessary to complete this project in its entirety. The bid was reviewed and evaluated by the project engineers with the RCIT Communications Solutions Division and was found to be responsive to the scope of services required as well as experienced with this type of antenna relocation and reinstallation. The evaluation team recommended the award be given to Airwave Communications for the relocation project.



Christopher Hans  
Interim Chief Information Officer

## MEMORANDUM

COLBY CATALDI  
Managing Director  
G. BRIAN KOVALSKY  
Asst. Chief Information Officer, BSB  
TOM MULLEN II  
Asst. Chief Information Officer, ICB  
WESLEY P. COLVIN  
Asst. Chief Information Officer, HSB

**To:** Mark Seiler, Asst. Purchasing Director **Date:** 10/6/2014

**Via:** RCIT, Procurement Contract Specialist

**From:** Christopher Hans, Interim Chief Information Officer

**Subject:** Sole Source Procurement for an Emergency Radio Dispatch Center Relocation Project for the Department of Public Health (DOPH)

The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

- 1. Supply/Service being requested:**  
Antenna relocation project for DOPH in which existing communications antenna's and equipment are professionally moved from an existing structure and reinstalled at the new Public Health building located on Riverwalk Parkway in Riverside.
- 2. Supplier being requested:**  
Airwave Communications
- 3. Alternative suppliers that can or might be able to provide supply/service:**  
Any certified Motorola R-56 installer
- 4. Extent of market search conducted:**  
Public Works RFQ #ITARC-2814 was issued to seek competition for this relocation service and three contractors attended the mandatory job walk held on 8/26/2014. The attendees were Jitney Company, Rasana Corporation, and Airwave Communications. At the close of the bid, only one response was received from Airwave Communications.
- 5. Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:**  
In order to successfully disassembly, relocate, reinstall and properly test the existing equipment for the antenna relocation project, contractors are required to have both a General B license issued by the State of California as well as be a certified Motorola R-56 Installer. Airwave Communications also provided references demonstrating experience in similar types of relocation projects and is familiar with the county's communications network through past projects. At this time, no other supplier has met both the certification requirements as well as the experience needed to complete the project successfully.

**6. Reasons why my department requires these unique features and what benefit will accrue to the county:**

In order to relocate Motorola equipment and install it within the existing network, the contractor must have a valid R-56 Motorola Installer certificate so as not to void any warranties on existing equipment and to comply with the reinstallation and compatibility requirements of the existing communications network. Not having this certificate as well as experience in this type of project may result in loss of Public Safety communications throughout the county.

**7. Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:**

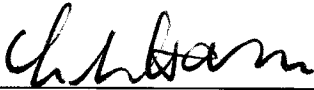
The cost of \$47,877.00 needed to move the existing equipment for the dispatch center is considered reasonable based on a recent budgetary estimate to build a new emergency radio dispatch center for DOPH which may exceed \$300,000.00.

**8. Does moving forward on this product or service further obligate the county to future similar contractual arrangements or any ongoing costs affiliated with this sole source? (Maintenance, support, or upgrades, if so, please explain)?**

No, this project is for the relocation and reinstallation of existing equipment only; there is no ongoing support or maintenance included.

**9. Period of Performance:**

Period of performance is for a one time project, estimated completion date is within ninety (90) calendar days of start date for a not to exceed amount of \$47,877.00



Christopher Hans, Interim Chief Information Officer

10/30/14

Date

*Purchasing Department Comments:*

Approve

Approve with Condition/s

Disapprove

Not to exceed: \$ 47,880

One time

Annual Amount through 3-31-15



Mark Seiler, Asst. Purchasing Director

NOV 6, 2014

Date

15-291

Approval Number