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|  <p style="text-align: center;">Council Communication Office of the City Manager</p> | Date: February 14, 2011 |
| | Agenda Item No. 58 Roll Call No. <u>11-0232</u> Communication No. <u>11-077</u> Submitted by: Judy A. Bradshaw, Chief of Police |

AGENDA HEADING:

Approval of change orders associated with QWEST contract to install Power E911 in Police and Fire Dispatch Center and cancellation of alternate site Qwest contract for power E911.

SYNOPSIS:

On January 25, 2010, the City Council approved the procurement of a new Power E911 Emergency Telephone System for the Police and Fire Dispatch Center. The installation required two separate contracts one for the Police and Fire Dispatch Center and one for the Fire Department’s Alternate Site. Costs for both contract was \$427,106.

Prior to performance of the alternate site contract, it was determined that the Alternate Site would instead be housed at the Polk County Emergency Dispatch Center. Therefore the contract for the Alternate Site was cancelled. This required a reduction of \$147,420 in the total cost of the original contracts of the project from \$427,106 to \$279,686.

The expenses to complete the scope of work, including change orders associated with the dispatch center contract, now brings the cost to \$305,865, which exceeds the 10% of \$15,000 limit to overage spending as delineated in the City Purchasing Ordinance. It is the recommendation of the Police Department that the City Council approve the overage amount so that installation may be completed.

The impact of all the change orders reduces the original contract from \$427,106 to \$305,865.

FISCAL IMPACT:

Amount: \$26,178.98 (\$147,420 will be credited back to the E-911 fund due to the cancelled contract)

Funding Source: 2009 Recovery Act Justice Assistance Grant, FY2011 Operating Budget, Special Revenue Funds SP751, POL984135, Page 255.

ADDITIONAL INFORMATION:

In the fall of 2010, QWEST Communications advised Police Department staff that the current Lifeline 100 E911 telephone equipment installed at the Police and Fire Dispatch Center had been classified as obsolete to their inventory. This classification identifies a model or system that QWEST will no longer manufacture parts. Once the existing electronic part inventory was depleted there will be no more parts to repair the system. The logical method of eliminating this situation is to upgrade the E911 telephone

system to the next generation of equipment.

On January 25, 2010, the City Council approved the Power E911 upgrade and contracts were negotiated and signed with QWEST to install the new equipment.

For a number of years, the Dispatch Alternate Site utilized by the Police and Fire Dispatch Center was Fire Station One. At the time of these contract negotiations, the Fire Department staff was in the planning stage of a new Training and Logistic Facility located on Dean Avenue. It was the understanding of staff that once this facility was completed Fire Station One would no longer be an option for the alternate site. It was determined that the new Fire Department Training and Logistic Facility could be an option for the new alternate site. After further review, it became apparent that the new facility would not be conducive to the dispatch operations.

Staff determined the best choice for the new alternate site would be at the Polk County Emergency Dispatch Center located north of Des Moines. The Polk County Sheriff assigned two console positions at his dispatch center that the City dispatchers could use in an emergency. The Sheriff also provided two Power E911 telephones that would assure connectivity with the City's system. The Sheriff's generous provision negated the need to continue with the alternate site contract.

While the Alternate Site Contract was being reviewed, the installation of the Power E911 equipment was being completed. This scope of work involved several change orders, which based upon the initial approved cost would have been acceptable to the Purchasing Ordinance falling within the 10% or \$15,000 dollar overage ruling. Because the total approved amount was reduced by the amount of the Alternate Site Contract the project with change orders has exceeded the overage rule and must be approved by the City Council before payment can be completed.

It is the recommendation of the Police and Fire Department that the approved total cost of the project be adjusted to include the overage amount. The new total cost of the project will be \$305,865.

PREVIOUS COUNCIL ACTION(S):

Date: January 25, 2010

Roll Call Number: 10-120

Action: Procurement of E911 Emergency Telephone Upgrade Equipment from Qwest Communications, \$427,106.12. (Council Communication No. 10-022) Moved by Coleman to adopt. Motion Carried 7-0

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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