

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: February 27, 2012
	Agenda Item No. 36B Roll Call No. [_____] Communication No. <u>12-100</u> Submitted by: Judy A. Bradshaw, Chief of Police

AGENDA HEADING:

Approval to purchase furniture for the 24 hour, Police and Fire Dispatch Center from Watson Furniture 26246 Twelve Trees Lane NW, Poulsbo, WA 98370 Clif McKenzie, President. (bid V12-026)

SYNOPSIS:

The Police Dispatch Center is in operation twenty four hours a day, seven days a week. The modular furniture is in constant use and has not been replaced since 2002. The Police Department requested the Financial Department Procurement Division to solicit bids for replacement and installation of modular furniture. Nine potential suppliers were contacted with only four suppliers responding. Each response was carefully reviewed for adherence to the specification required for the amount of use and space available. The supplier with the compliant bid and lowest cost was Watson Furniture Group Inc.

FISCAL IMPACT:

Amount: \$117,529.20

Funding Source: Operating Budget, Page 230 - E911 Reimbursement fund GE001 POL040900, 544080

ADDITIONAL INFORMATION:

The Dispatch Center is a vital part of the Police and Fire services to the citizens. In 2002 the Dispatch Center was completely remodeled with new workstations and upgrades. The existing furniture has been in constant use since the completion of this remodeling project. The furniture is worn and has exhibited functionality issues. New furniture is necessary to retain optimal functionality of the Dispatch Center and maintain our level of service to the citizens.

The initial request for bids (V12-026) was sent to nine (9) qualified companies with only four responses. The lowest cost bid was submitted by Xybix, 8207 South Park Circle, Littleton, CO 80120 President, Barry Carson. After careful review of this initial bid, it was found to be noncompliant with the specification of the bid. Xybix admits the omission of “panels for the stations which touch a wall” in its opening letter. These panels are essential to the acoustical balance need in the room. If the panels are omitted the dispatchers conversation would echo and potentially interfere with emergency operations. According to the blue print drawing submitted with the “basic bid,” it specifies “Panel to be anchored to wall.” This would violate the specification: “The Des Moines. Iowa Police Department desires to purchase 10 free standing modular workstations.” The workstations need to be free standing

for accessibility to the cables in the rear of the station and any possible equipment additions or upgrades in the future.

The bidders were required by the specifications (section 5.1 -5) to visit the Dispatch Center and “take measurements and design the configuration with the assistance of the Communications personnel.” The blue print drawing submitted by Xybix includes a door that does not exist in the dispatch center, a three foot gap between a workstation and the wall to the hall way, this gap does not exist. The lack of attention to detail by Xybix has raised serious concerns about the level of detail that would be exhibited during the actual execution of the project.

The configuration of position according to the specifications states “the foot prints of the workstations shall be as drawn in attachment A of this document.” The next specification states, “because of existing cabling and coaxial running beneath the floor of the Dispatch Center, it is the desire of the police department that the current foot prints associated with these workstations shall remain as is.” Yet the configuration submitted by Xybix reflects position 3 and 4 (labeled as position 5 and 7 in Xybix’s bid) are back –to-back instead of side by side as the original foot print shows. The position of back-to-back would disrupt the functionality of the dispatchers cohesively responding to an emergency. This position would make communication awkward and cause the dispatchers to remove their eyes from the screens creating the possibility of missed information.

The Police Department therefore recommend that the award be given to Watson Furniture Company as the lowest compliant bidder

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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