



# City of San Antonio

## Agenda Memorandum

**File Number:**17-3687

---

**Agenda Item Number:** 4.

**Agenda Date:** 6/22/2017

**In Control:** City Council A Session

---

**DEPARTMENT:** Finance

**DEPUTY CHIEF FINANCIAL OFFICER:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** City Wide

**SUBJECT:**

Purchase and Installation of Logging Recorders for the San Antonio Public Safety Radio System

**SUMMARY:**

An ordinance authorizing a contract with Digital Markets, Inc. dba Vista Com for the purchase and installation of logging recorders that will be used to record, monitor and playback radio dispatch and 911 calls for a total contract value of \$2,806,767.00. The City will fund \$568,411.00 and Bexar County and Bexar Met 911 will fund \$441,164.00 of the initial capital expenditure of \$1,009,575.00. Additionally, SAPD requires workforce management capabilities at an annual subscription cost of \$88,704.00, for a total of \$709,632 over eight years, which will be solely funded by the City. This contract will also allow for maintenance and support for seven additional years upon acceptance of the equipment and expiration of the first year warranty period for a cost of \$1,087,560.00, of which the City will fund \$538,291.00 and Bexar County and Bexar Met 911 will fund \$549,269.00 over seven years. Maintenance and support of the logging recorders, including workforce management subscription costs, will be from operating fund expenditures and subject to future budget approvals.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is a proposal submitted by Digital Markets, Inc. dba Vista Com for the purchase and installation of logging recorders for the San Antonio Public Safety Radio System and Bexar Met 911. This contract was solicited as a Request for Proposals (RFP) in collaboration with Bexar County and BexarMet 911.

SAPD, SAFD, Bexar County, and BexarMet 911 rely on logging recorder technology to provide recording, monitoring and playback of critical communications captured through the San Antonio Public Safety Radio System and through 911 calls made to the City and County dispatch centers.

On average, the San Antonio Police Department fields 2.3 million calls annually. Of these, 1.3 million calls result in dispatch activity. Each of these instances must be logged internally and matched up with an indexed call / dispatch recording.

All inbound communications are subject to subpoena from multiple jurisdictions. Therefore, it is critical to ensure that the City, Bexar County and Bexar Met 911 can provide this information in accordance with City, State and Federal regulations when it is requested. SAPD coordinates the release of over 4,000 audio recordings annually to the Bexar County District Attorney's Office (DA). These recordings are used by the DA's office to assist in prosecuting criminal offenders. In addition to this, SAPD processes approximately 6,400 annual requests for recordings through Open Records Requests or through internal investigators.

The current logging recorder equipment was listed as a line item in the City's and County's RFP for the upgrade or replacement of the legacy San Antonio Public Safety Radio System. The City of San Antonio and Bexar County removed the requirement from the aforementioned RFP and decided to process an independent procurement to secure additional functionality and continued reliability for this critical piece of equipment.

The City issued a Request for Proposals (RFP) for "Purchase and Installation of Logging Recorders for the San Antonio Public Safety Radio System" on April 14, 2017, with a submission deadline of May 12, 2017. The requirements in the RFP were developed by City and County staff from SAPD, SAFD, ITSD, Bexar County Sheriff's Office and Bexar Met 911 in coordination with Televate and Black and Veatch, the City's and County's radio / telecomm consultants, respectively. Five proposals were received. Four proposals were found to be responsive to the requirements listed in the RFP and were approved for distribution and evaluation. One response was disqualified for failure to meet the subcontracting requirement set forth in the RFP.

The evaluation committee consisted of representatives from SAPD, SAFD, ITSD, Bexar County Sheriff's Office and Bexar Met 911. The Finance Department, Purchasing Division assisted by ensuring compliance with City's procurement policies and procedures.

The evaluation of each proposal response was based on a total of 100 points; 20 points allotted for experience, background, qualifications; 30 points allotted for proposed plan; 10 points allotted for Small Business Enterprise Prime Contract Program; 10 points allotted for M/WBE Business Enterprise Prime Contract Program; 10 points allotted for the Local Preference Program; 5 points allotted for the Veteran Owned Small Business Preference Program and 15 points allotted for Respondent's price schedule.

The evaluation committee met on June 5, 2017 to evaluate the four responsive proposals received. Upon completion of the evaluation process, Digital Markets, Inc. dba Vista Com received the highest ranking and was recommended for award.

The term of this contract is eight years upon acceptance of the equipment.

## **ISSUE:**

This contract will provide the City of San Antonio and Bexar County / Bexar Met 911 with a contract for the purchase and installation of logging recorders for the San Antonio Public Safety Radio System.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the

Small Business Enterprise (SBE) and Minority/Women Business Enterprise (MWBE) Prime Contract Program to this solicitation at ten (10) points each. Additionally, a 10% Small Business Enterprise (SBE) subcontracting requirement was applied to this contract. Digital Markets, Inc. dba Vista Com has committed to subcontract 11.72% to a small business enterprise.

There were no proposals submitted by local Respondents for this contract; therefore, the Local Preference Program was not applied.

The Veteran-Owned Small Business Preference Program was applicable to this contract. This contract was awarded in accordance with the Veteran-Owned Small Business Preference Program.

#### **ALTERNATIVES:**

Should this contract not be approved, the City could continue to utilize the current logging recorder solution. The City has opted to replace this equipment in advance of the replacement of the legacy San Antonio Public Safety Radio System to secure additional functionality and continued reliability for this critical piece of equipment.

#### **FISCAL IMPACT:**

Staff is requesting City Council authorization of an agreement with Digital Markets, Inc. dba Vista Com for the purchase and installation of logging recorders for the San Antonio Public Safety Radio System and Bexar Met 911 for a one time capital expenditure of \$1,009,575.00 funded from the FY 2017 to FY 2022 Capital Improvement Program Budget. The City will fund \$568,411.00 and Bexar County and Bexar Met 911 will fund \$441,164.00 of this initial capital expenditure. This ordinance will also authorize expenditures for maintenance and support for seven additional years for a cost of \$1,087,560.00, of which the City will fund \$538,291.00 and Bexar County and Bexar Met 911 will fund \$549,269.00 over seven years, and workforce management subscription fees of \$709,632 for eight years funded from the ITSD Operating Fund Budget.

#### **RECOMMENDATION:**

Staff recommends the approval of this contract with Digital Markets, Inc. dba Vista Com for the purchase and installation of logging recorders for the San Antonio Public Safety Radio System.

This contract was procured by means of a Request for Proposals and a Contracts Disclosure Form is required.