



---

DATE: August 12, 2009

TO: Honorable Mayor and City Councilmembers

FROM: City Manager Department/Information Technologies

SUBJECT: **ANNUAL PURCHASE ORDERS EXCEEDING \$50,000 FOR FISCAL YEAR 2009-2010 FOR THE INFORMATION TECHNOLOGIES DIVISION**

**SYNOPSIS**

Staff recommends that the City Council approve annual purchase orders for the purchase of equipment, supplies, materials, and services in amounts over \$50,000 for the Information Technologies Division and associated funds; and authorize the Financial Services Director, or designee, to execute the annual purchase orders for FY 2009-2010.

**BACKGROUND**

Each fiscal year, estimates are determined as to the quantity of special equipment, supplies, materials, and services that will be needed in the course of the fiscal year. Purchase requisitions are then submitted to obtain the required services, equipment and supplies. Staff procures three bids, unless the purchase is a sole-source item. The vendor or supplier is selected on criteria of most applicable product and best service for the needed purpose at the lowest cost.

**ANALYSIS**

The Information Technologies Division is responsible to internal customers throughout the City, for all City Departments, to provide computer, telephone, building access, audio visual, and duplication services. The attached vendor list provides the vendor name, type of supplies, estimated expenditures for the year and method of purchase. The vendor accounts outlined for annual purchase order authorization in Attachment 1 will enable Information Technologies to expeditiously meet Citywide demands. In accordance with City purchasing procedures the Information Technologies Division submits to the Council for approval purchase orders for vendors from whom purchases will exceed \$50,000 during the fiscal year.

**FISCAL IMPACT**

Attachment 1 provides information detailing the Division's annual purchase orders over \$50,000. Funds have been budgeted in the Information Technologies FY 2009-2010 budget for these purchases.

**COMMISSION OR COMMITTEE REPORT**

Does not apply.

**CITY ATTORNEY'S ANALYSIS**

The Staff Report and Attachment 1 have been reviewed by the City Attorney and approved as to form.

Purchases must comply with bid requirements unless a sufficient sole-source justification is provided. Professional services agreements must be reviewed by the City Attorney and approved as to form.

**RECOMMENDATION**

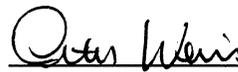
Staff recommends that the City Council approve annual purchase orders for the purchase of equipment, supplies, materials, and services in amounts over \$50,000 for the Information Technologies Division and associated funds; and authorize the Financial Services Director, or designee, to execute the annual purchase orders for FY 2009-2010.

PREPARED BY:



Michael L. Sherwood  
Chief Information Officer,  
Information Technologies Division

SUBMITTED BY:

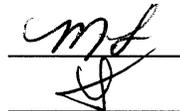


Peter A. Weiss  
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager

Teri Ferro, Financial Services Director



Information Technologies  
Fiscal Year 2009 - 2010  
August 12, 2009

Vendor	Supplies/Services	Department Expenditures	Method of Purchase
3-Wire	City Wide Provider of network hardware	\$50,000.00	Government Contract/Competitive Bid
Advanced Call Processing	Maintenance, support and services for City wide voice mail and telephone system. (includes instruments)	100,000.00	Sole Source
American TriTech	Software maintenance and support for Police and Fire computer aided dispatch, and interface systems.	150,000.00	Sole Source
AT&T	Upgrade of the existing Police communications center (9-1-1) and the addition of an Automated Call Distribution	236,672.00	Sole Source
AT&T	City wide provider of local/long distance telephone services, leased line services, SCADA Water Utilities system, and network hardware.	285,000.00	Utility Services/Government Contract (CALNET II State Contract)
AT&T Mobility	City wide cell phones, radio services and pagers	145,000.00	Government Contract (CALNET II State Contract)
Com-Sec Incorporated	City wide provider of access control hardware and maintenance services.	150,000.00	Government Contract
Cox Communications	City wide provider of leased line services and network hardware.	88,000.00	Utility Services / Competitive Bid
Dell Marketing L.P.	City wide computer purchases, maintenance and support.	204,500.00	Government Contract/Competitive Bid
Dell Marketing L.P.	City wide Microsoft Software Licensing	276,980.00	Government Contract
Gigster	City Wide Provider of network hardware	75,000.00	Government Contract/Competitive Bid
JD Edwards (Oracle)	JD Edwards maintenance	82,746.00	Maintenance and Professional Service Agreement
Maris Imaging Solutions	Documentum imaging system annual maintenace	50,000.00	Maintenance and Professional Service Agreement
Simplex Grinnell	Fire suppression systems for City facilities and server rooms	50,000.00	Government Contract/Competitive Bid
Sprint Nextel	City wide cell phones, radio services and pagers	195,000.00	Government Contract
Solana Technologies	City wide Wireless Network Equipment	75,000.00	Government Contract
Sun Wireless	Provider of wireless network hardware and support .	250,000.00	Government Contract/Competitive Bid
Xerox Corporation	City wide copier and printer maintenance and support	465,000.00	Government Contract/Competitive Bid
	<b>Total</b>	<b>\$2,878,898.00</b>	