



CITY COUNCIL AGENDA REPORT

MEETING DATE: APRIL 3, 2007

ITEM NUMBER:

SUBJECT: TELEPHONE & DATA CABLING SYSTEMS FOR THE POLICE DEPARTMENT

DATE: MARCH 14, 2007

FROM: FINANCE DEPARTMENT- FINANCIAL PLANNING DIVISION

PRESENTATION BY: MARC R. PUCKETT, DIRECTOR OF FINANCE

FOR FURTHER INFORMATION CONTACT: DEBBIE DOBROTT AT 714/754-5212

RECOMMENDATION:

1. Award RFP No. 1108 for Telephone and Data Cabling Systems to Prime Electrical Services Inc., 480 Enterprise Street, San Marcos, California, 92078 in the amount of \$ 164,760.33.
2. Authorize the Mayor and the City Clerk to execute the Professional Services Agreement for the contract.

BACKGROUND:

At the September 19, 2006 City Council meeting, Council awarded a construction contract in the amount of \$18,194,000 for the Police Facility Expansion and Renovation Project. The project consists of an approximate 11,000 square-foot expansion to the existing building; a renovation of approximately 75 percent of the existing building; a seismic retrofit of the existing building; and the construction of additional parking areas.

The project commenced in October, 2006 and is anticipated to last approximately 30 months. As part of the Project, the architect specified the criteria for all of the telephone wiring and data cabling within the new building and the existing building. The design consists of the latest technologies for telephone and data cabling for the new building and for use, as needed, in the existing building. The work will be closely supervised by the construction manager as well as the City's MIS and Telecommunications Divisions to ensure a seamless transition when the system is integrated into regular use.

As required by the City of Costa Mesa Municipal Code, the "Request for Proposals" was solicited from qualified suppliers whose names were on the bidders' list and other suppliers requesting proposals. A "Request for Proposal" was published in the Daily Pilot and posted on the public bulletin board in City Hall. The notice was also posted on the City's web site. Twenty-six prospective proposers picked up the proposal documents. A mandatory walk-through was held on January 18, 2007 at 10:00 a.m. Thirty seven prospective proposers were in attendance. The City received two proposals on February 7, 2007.

ANALYSIS:

The three criteria that were used in the evaluations of the proposals received were: a) technical response, b) vendor’s qualifications, and c) the proposed costs. An evaluation team performed independent evaluations of both proposals. Staff reviewed each proposer’s qualifications, contacted references, and evaluated the proposed costs from the two prospective proposers. Of the two proposals received, Prime Electrical ranked the highest overall in the technical response, vendor’s qualifications and proposed cost.

Attachment I provides the evaluation summary identifying the two proposers, the proposal cost and how each vendor ranked relative to the evaluation criteria.

ALTERNATIVES CONSIDERED:

No other alternatives have been considered.

FISCAL REVIEW:

The Police Facility Expansion and Renovation Project is funded through a debt issuance processed by the Finance Department earlier this year. The budgeted amount for the Telephone and Data Cabling Systems is \$371,000. The total cost of \$164,760.33 results in a savings of \$204,240 from the estimated cost.

LEGAL REVIEW:

The City Attorney’s office has reviewed and approved the attached Professional Services agreements as to form.

CONCLUSION:

It is recommended that City Council award RFP No. 1108 to Prime Electrical Services Inc. in the amount of \$164,760.33 and to authorize the Mayor and the Deputy City Clerk to execute the Professional Services Agreement.

MARC R. PUCKETT
Director of Finance

DEBBIE DOBROTT, CPPB
Purchasing Supervisor

Attachments: [Attachment I, Evaluation Summary](#)
[Attachment II, Professional Services Agreement](#)

Distribution: Public Services Director
Deputy City Clerk