

City Council – Action Request Form

Date: October 14, 2019

To: Mayor, Mayor Pro Tempore and Members of the City Council

From: Tasha Logan Ford, Assistant City Manager
 Catrina Thompson, Chief of Police
 Jerry Bates, Purchasing Director

Council Action Requested:
 Resolution Awarding Contracts for Upfit of Police Pursuit Vehicles

Strategic Focus Area: Service Excellence
Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness
Strategic Plan Action Item: No
Key Work Item: No



Summary of Information:

The Winston-Salem Police Department (WSPD) has a regular need for the installation of lights, radios, and other electronics on police pursuit vehicles. To ensure that these installations are completed and the vehicles returned to service in a timely manner, WSPD determined it to be most effective when utilizing two different businesses for these services. Historical spend information indicates that WSPD will spend an estimated total of \$90,000 per year for these services.

The City advertised a Request for Proposals to provide installation services for lights, radios, and other electronics on police pursuit vehicles and proposals were received September 6, 2019, from the five businesses as follows:

	<u>City/State</u>
Mobile Communications America, Inc. d/b/a Amerizon Wireless	Winston-Salem, NC
HELS (Hill’s Emergency Light Sales), LLC	Sanford, NC
Reisenweaver Communications Inc. d/b/a RCS Wireless Technology	Winston-Salem, NC
Ilderton Conversion of Charlotte, LLC d/b/a Ilderton Emergency Lighting	High Point, NC
Mobile Communications, Inc.	Winston-Salem, NC

A committee of eight staff members from the Police Department, Fleet Services, and the Office of Business Inclusion and Advancement was selected to evaluate the proposals received. Respondents were evaluated for selection based on the two proposers most qualified to meet the specification requirements.

Committee Action:

Committee	Finance 10/14/19	Action	Approval
For	Unanimous	Against	

Remarks:

Major criteria considered in these evaluation included, but were not necessarily limited to:

- A. **M/WBE Commitment** – Proposer’s efforts to comply with all the terms and conditions of the City of Winston-Salem’s Minority and Women Business Enterprise (M/WBE) Program through award of subcontracts to minority and women owned business enterprises and utilization of minority and women owned business enterprise suppliers to the fullest extent consistent with the efficient performance of this contract
- B. **Location of Business** – Physical location of proposer’s place of business.
- C. **Price** - Quoted pricing in relation to other proposals received
- D. **Experience** – Previous relevant experience performing the same or similar services, preferably for another government entity.

Based upon the committee’s assessment, it is recommended that a contract for installation services of lights, radios, and other electronics on police pursuit vehicles in the estimated amount of \$60,000 be awarded to Mobile Communications America, Inc. d/b/a Amerizon Wireless and a contract in the estimated amount of \$30,000 be awarded to HELS (Hill’s Emergency Light Sales), LLC for an annual total of \$90,000. Terms of the bid reserve the right for the City to extend these service contracts for as many as three (3) additional twelve (12) month periods, for a potential total estimated contract value of \$360,000.

Exhibit A provides the combined scores of the evaluation panel for the proposal.

M/WBE comment: The Request for Proposals was posted on the City and State purchasing websites. Please see Exhibit B for a complete list of businesses notified and workforce demographics.