

City Council – Action Request Form

Date: February 14, 2023

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

Patrice Toney, Assistant City Manager

From: William Penn, Jr., Police Chief
Shantell McClam, Purchasing Director

Council Action Requested:

Resolution Awarding Contracts for Upfit of Police 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 vehicles. To ensure that these installations are completed, and the vehicles returned to service in a timely manner, WSPD has 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 \$143,000 per year for these services.

The city advertised a Request for Proposal to provide installation services for lights, radios, and other electronics on police vehicles and proposals were received November 29, 2022, from Ilderton Emergency Lighting of High Point, NC, Mobile Communications America Inc. of Winston-Salem, Mobile Communications, Inc. of Winston-Salem and from RCS Wireless Technology of Winston Salem.

Terms of the bid document specified detailed evaluation criteria of M/WBE commitment, business location, cost and references. An evaluation panel of five staff members from the Police Department, Property & Facilities Management and Business Inclusion and Advancement reviewed the proposals received. Following final scoring, Mobile Communications, Inc. had the top score of 310 however both RCS Wireless Technologies and Mobile Communications America, Inc. had total scores of 250. The department is recommending that the second contract be awarded to Mobile Communications America, Inc. based on far superior references to those of RCS Wireless Technologies.

Committee Action:

Committee	<u>PS 2.13.24&Fin 2.14.23</u>	Action	<u>Approval</u>
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For	<u>Unanimous</u>	Against	<u></u>
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Remarks:

See Exhibit A for the detailed evaluation scores.

Based upon the committee's assessment, it is recommended that a contract for installation services of lights, radios, and other electronics on police vehicles in the estimated amount of \$71,500 be awarded to Mobile Communications, Inc., and a contract in the estimated amount of \$71,500 be awarded to Mobile Communications America Inc. for an annual total of \$143,000. Terms of the bid reserve the right for the City to extend these service contracts for as many as two (2) additional twelve (12) month periods, for a potential total estimated contract value of \$429,000.

Funds are available in the FY2022-2023 budget to cover the costs of these services through June 30, 2023. Funds to cover the cost of this contract's services for any possible extensions are subject to future budget appropriations.

M/WBE comment: Notifications of the bid opportunity was sent directly to 13 businesses known to provide these services, including four local businesses and notifications were sent to all local M/WBE and regional HUB businesses on a bi-weekly basis. The bid was also advertised on the City's website. See Exhibit B for a complete list of businesses notified and workforce demographics for the top two proposers.