



Meeting Location
DeKalb Municipal Building
City Council Chambers – 2nd Floor
200 S. Fourth Street
DeKalb, Illinois 60115

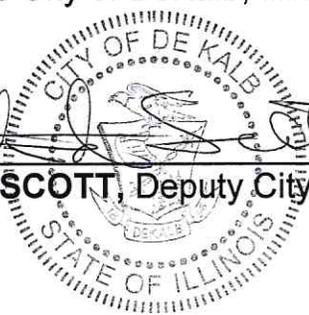
AGENDA
Special City Council Meeting
March 30, 2018
5:00 p.m.

- A. Roll Call
- B. Resolution 2018-042 Authorizing the Purchase of Public Safety Radios.
- C. Public Participation
- D. Adjournment

Notice of a Special Meeting of the City Council of the City of DeKalb for March 30, 2018, at 5:00 p.m., called pursuant to Chapter 2 “City Council”, Section 2.05 “Special Meetings”, of the Municipal Code of the City of DeKalb, Illinois.



RUTH A. SCOTT, Deputy City Clerk



Assistive services available upon request.

Hearing assistance devices are available in the Information & Technology Office, which is located to the right, just before entering Council Chambers.

DATE: March 29, 2018

TO: Honorable Mayor Jerry Smith
City Council

FROM: Patty Hoppenstedt, Interim City Manager
Molly Talkington, Finance Director
Eric Hicks, Fire Chief
John Petragallo, Deputy Police Chief

SUBJECT: Authorizing the Waiver of Bids, the Execution of the Purchase of Public Safety Public Radio Packages with EF Johnson, and Payment in Excess of \$20,000 and Not to Exceed \$171,000.

I. Summary

The City recently became aware of an opportunity to purchase dual-band portable radio packages at a significant discount provided the purchase is made prior to March 31, 2018. The purchase of public safety radios was included in the FY2018 Budget with \$100,000 in the Police Department. An additional \$200,000 was budgeted in the Fire Department contingent on the receipt of grant funding. At this lower purchase price, the City would be able to purchase a greater quantity of radios, which would come closer to fulfilling the overall public safety needs of the City.

II. Background

The retail cost of a dual-band portable radio is \$4,250 each, not including the requisite accessories and set up. Police and Fire Department staff have been meeting regularly with the DeKalb County Sheriff's Office to implement a new county-wide digital radio system. As part of this regional group, public safety agencies in the county were presented an opportunity to purchase radios at a discounted rate through a group purchase. The group purchase discounted rate was eventually negotiated to \$2,820 for single-band radios. On March 27, 2018, the City was advised that vendor EF Johnson was able to sell an enhanced model of a Kenwood dual-band portable radio at \$1,000 each due to a canceled customer order. EF Johnson requires a commitment to purchase by March 31, 2018, as this is their fiscal year end. Staff attempted to secure a longer window to evaluate the proposal, and the vendor declined to consider even a one-week extension. The total cost per enhanced dual-band radio is \$1,000, not including all the

accessories and set up (a \$1,820 or roughly 65% savings as compared to the single-band radio).

The Police Department allocated \$100,000 in the FY2018 Budget for the purchase of radios. Staying within this budgeted amount, the City could now purchase 72 enhanced dual-band radios, including most of the requisite accessories, whereas only 35 single-band radios with no accessories could have been purchased under the previous group purchase price. The purchase of these radios, as included within the City's FY2018 Budget, is listed as Option 1.

The Fire Department allocated \$200,000 in the FY2018 Budget, which is offset by anticipated grant revenue in the same amount. To purchase 70 radios, plus minimal accessories and set up at \$71,000 prior to grant award, would make that purchase ineligible for reimbursement from the grant. However, at this point the City does not have any way of knowing whether the grant will actually be approved or not. The benefit to the City of purchasing the radios now is an ability to purchase an increased quantity since the price offered is substantially lower than the group purchase price. At the price offered, the City could purchase 70 enhanced dual-band radios without the accessories whereas only 16 dual-band radios could have been purchased under the previous group purchase price. The purchase of the 72 Police radios and 70 Fire radios is Option 2.

III. Community Groups/Interested Parties Contacted

Community input is welcome at the March 30, 2018, Special City Council meeting.

IV. Legal Impact

The proposal and relevant terms and conditions relating to this purchase have been reviewed and are in acceptable format, subject to City Council approval.

V. Financial Impact

At present, the FY2018 Budget includes \$200,000 in grant revenue and \$300,000 in expenditures for public safety radios. The City has been part of a regional group that applied for a federal grant with 10 other regional entities. Approximately 72 portable radio packages (including most of the accessories and set up) for Police could be purchased for \$100,000 and is not tied to grant funding. Since there is a need for 70 additional portable radios for Fire operations, the City could elect to expend \$71,000 for the additional 70 portable radios and minimal accessories and set up. However, the radios purchased for Fire would then be ineligible for potential grant funding and thereby, reducing General Fund revenues by \$71,000. The City has not presently identified an alternate source of revenues to offset the loss of grant eligibility. However, if the City does not complete this purchase, the City will lose the opportunity to take advantage of the 65% reduction in cost as compared to the single-band group purchase radios and will still not be guaranteed to receive any grant funding. Taking advantage of this immediate opportunity does result in a budget imbalance. However, the Fire Department would still



have \$129,000 available for additional radio needs that is still eligible to apply towards potential grant funding opportunities.

VI. Options

1. Purchase public safety portable radios with most of the accessories and set up, in an amount not to exceed \$100,000. This is the amount that is budgeted and not associated with grant funding. This would be approximately 72 radio packages.
2. Purchase the radios with minimal accessories and set up under Option 1, plus an additional 70 public safety radios with minimal accessories and set up, in an amount not to exceed \$171,000. This would be a total of 142 radios. This additional 70 radios at \$71,000 would be ineligible for potential grant funding.
3. Do not purchase radios at this time. This option is not recommended, as it will result in the City not taking advantage of the roughly 65% savings per radio.

VII. Recommendation

Staff recommends the purchase of approximately 72 public safety radio packages (including most of the accessories and set up) in an amount not to exceed \$100,000 for Police. The additional 70 radios, including minimal accessories and set up for Fire, is a benefit to the City through the ability to purchase an increased quantity of radios bringing the total amount of radios closer to the overall need in the department. However, the downside of the additional radios is the loss of potential grant revenue associated with the \$71,000 purchase for Fire. If City Council opts to purchase radio packages for both Police and Fire, the total amount of radio packages would be approximately 142 for a combined not to exceed total of \$171,000.



**RESOLUTION 2018-042
AUTHORIZING THE WAIVER OF BIDS, THE
PURCHASE OF PUBLIC SAFETY RADIO
PACKAGES WITH EF JOHNSON, AND PAYMENT
IN EXCESS OF \$20,000 AND NOT TO EXCEED
\$171,000.**

WHEREAS, the City of DeKalb, DeKalb County, Illinois is a home rule community with those powers granted under the provisions of the Illinois Constitution and the Illinois Municipal Code, 65 ILCS 5/1-1-1, et. seq.; and,

WHEREAS, the City of DeKalb currently maintains the Purchasing Manual, which relates to the Purchasing Policies in Section II of the Purchasing Policy; and,

WHEREAS, the Purchasing Policy states: If any City purchase with a single vendor exceeds \$20,000 for the current fiscal year, the purchase must be presented to Council for approval prior to the agreement being executed; and,

WHEREAS, the City Council of the City of DeKalb have determined that it is necessary and appropriate and promotes the interests of the City in purchasing a necessary commodity at a competitively obtained price through the State of Illinois consolidated purchasing process;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DEKALB, ILLINOIS:

Section 1: That the City Council authorizes the Mayor to waive competitive bids and purchase public safety radio packages, subject to changes acceptable to the Mayor, with EF Johnson in an amount in excess of \$20,000 and not to exceed \$171,000.

Section 2: That the City Clerk of the City of DeKalb, Illinois be authorized and directed to attest the Mayor's Signature and shall be effective thereupon.

PASSED BY THE CITY COUNCIL of the City of DeKalb, Illinois, at a Special City Council meeting thereof held on the 30th day of March, 2018, and approved by me as Mayor on the same day.

ATTEST:

RUTH A. SCOTT, Deputy City Clerk

JERRY SMITH, Mayor