



COUNTY OF HUMBOLDT

For the meeting of: 2/25/2020

File #: 20-203

To: Board of Supervisors

From: Sheriff

Agenda Section: Consent

SUBJECT:

Approval of Scope of Work for 9-1-1 Call Processing System with AT&T

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the Scope of Work (SOW) for an upgraded 9-1-1 Call Processing System between the Humboldt County Sheriff's Office (HCSO) and AT&T (Attachment 1 and 2);
2. Authorize the Sheriff, Undersheriff, or Deputy Director of Sheriff's Administration to sign the AT&T SOW and all future amendments and documents directly related to the AT&T SOW upon review and approval of County Counsel and Risk Management;
3. Authorize the Sheriff, Undersheriff, or Deputy Director of Sheriff's Administration to sign all future change orders directly related to the AT&T SOW;
4. Approve an exception to the county Purchasing Policy and pre-authorize the county Purchasing Coordinator or Senior Buyer to approve and sign any 911 furniture/equipment purchase order documents that adhere to the county purchasing policy and are approved by the California 9-1-1 Emergency Communications Branch as described in the discussion; and
5. Approve an exception to the county budget transfer request policy and pre-authorize the Auditor -Controller and County Administrative Officer or their designee(s) to approve a budget transfer request from Sheriff Operations budget unit 1100-221 to the applicable fixed asset line up to \$15,000, if necessary, to complete the furniture/equipment purchase as described in the discussion.

SOURCE OF FUNDING:

State of California Office of Emergency Services 9-1-1 Emergency Telephone Users Surcharge Act Funding, General Fund

DISCUSSION:

The Emergency Telephone Users Surcharge Act provides funding for replacement and maintenance of the county's 9-1-1 call processing system (911 system). The county's 911 system was last replaced in 2013. The California 9-1-1 Emergency Communications Branch (CA 9-1-1 Branch) has announced that Humboldt County has qualified for a fixed allotment of \$287,000 to replace the current system and

pay for 5 years of maintenance. CA 9-1-1 Branch will also pay for maintenance in years 6 and seven 7 beyond the allotted award.

On April 10, 2017 the State of California awarded the new statewide 9-1-1 Systems and Services Contract Agreements to nine contractors who were responsive to the Invitation for Bid (IFB) 8500-2016 technical and administrative requirements. This simplifies the purchasing process for the end user, utilizing fair and reasonable pricing. When utilizing the state contract and approved vendor, CA 9-1-1 Branch will pay the vendor directly for the equipment and services.

HCSO has chosen to use the state contract with one of the state-approved vendors. For continuity of service, HCSO has chosen AT&T, the current vendor of the county's 911 system. The County Administrative Office-Purchasing Team has been consulted and confirmed that HCSO's decision to utilize the state contract and approved vendor is in compliance with the county's purchasing policies. The County Administrative Office-Information Technology Division has been consulted and approved HCSO moving forward with the existing vendor. The estimated cost of the new 911 system is \$212,237.

Since the cost for a complete 911 system replacement is less than the county's fixed allotment, the remaining \$74,673 is referred to as residual funds. These residual funds may be used for the purchase of additional CA 9-1-1 Branch-approved equipment and services, including furniture. The existing dispatch furniture is in disrepair and needs replacement. HCSO is currently working with CA 9-1-1 Branch state contract furniture vendors to acquire quotes for furniture replacement. It is expected that replacement of necessary dispatch furniture will range between \$70,000 and \$90,000.

HCSO is required to submit the purchase order package for the 911 system and residual spending in accordance with CA 9-1-1 Branch funding process. This process has specific turnaround times and HCSO wants to ensure that it is able to meet the timelines, so funding is not at risk. Therefore, HCSO is requesting exceptions to the purchasing and budget transfer policies as follows.

The cost of the furniture will likely exceed \$58,257, which, pursuant to the Purchasing Policy, would otherwise require Board action to approve the purchase. Therefore, HCSO is requesting that the Board of Supervisors approve an exception to the Purchasing Policy and pre-authorize the county Purchasing Coordinator or Senior Buyer to approve and sign any 911 furniture/equipment purchase order documents that adhere to the county Purchasing Policy and are approved by the CA 9-1-1 Branch.

In the event the cost of the furniture is greater than the residual funds of \$74,673, HCSO is prepared to pay the additional amount from Sheriff Operations Budget Unit 1100-221. Since it is possible the appropriations transfer may exceed \$10,000, HCSO is requesting an exception to the county budget transfer request policy to pre-authorize the Auditor-Controller and County Administrative Officer or their designee(s) to approve a budget transfer request from Sheriff Operations budget unit 1100-221 to the applicable fixed asset line up to \$15,000, if necessary, to complete the furniture/equipment purchase.

FINANCIAL IMPACT:

The CA 9-1-1 Branch will pay AT&T directly for the cost of replacement and maintenance. They will also pay the state-approved furniture vendors directly up to the total allotment amount. The Auditor-Controller's office has been consulted on this transaction. Since there is no cash transaction involved for the \$287,000 allotment to pay for the 911 system and furniture, there is no need for a supplemental budget. HCSO will notify the Auditor-Controller's office when the purchase is completed so their office can record the assets and depreciate accordingly. In the event the furniture costs more than \$74,673, HCSO will work the Auditor-Controller and CAO to appropriate any additional funds from the Sheriff's Budget Unit 1100-221 to the necessary fixed asset line.

CA 9-1-1 Branch will also pay for maintenance directly to AT&T in years 6 and 7 beyond the allotted award. That additional maintenance amount totals \$45,432.

No additional General Fund allocation is requested.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by seeking outside funding sources to benefit Humboldt County needs and providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT:

CA 9-1-1 Branch
Humboldt County Auditor/Controller's Office
Humboldt County Purchasing Department
Humboldt County Information Technology Department

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors could deny approving the SOW with AT&T and direct HCSO to consider other state approved vendors, however this is not recommended. AT&T is the county's current vendor and for continuity of services it's in the best interest of the county to move forward with AT&T. The Board of Supervisors could deny the request for exceptions to the purchasing and budget transfer policies and require HCSO to return to the Board for further approvals. However, this is not preferred, HCSO is required to meet strict timelines for funding and is concerned that the time necessary to prepare additional agenda items and return to the Board of Supervisors could put funding at risk.

ATTACHMENTS:

1. AT&T Statement of Work
2. AT&T Exhibit C Pricing

PREVIOUS ACTION/REFERRAL:

Board Order No.: NA
Meeting of: NA
File No.: NA