



NEWPORT BEACH

City Council Staff Report

September 10, 2019
Agenda Item No. 7

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

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TITLE: Approval and Award of On-Call Maintenance/Repair Services
Agreements with Joslin Mobile, Inc. and Computer Deductions, Inc.
for Vehicle Customization and Upfitting Services

ABSTRACT:

The Public Works Department and the Police Department utilize special equipment installers for the upfitting and customization of emergency lighting, communication technology, and tactical equipment as needed for Fire, Lifeguard, Police and Public Service vehicles.

Upon completion of the selection process for Request for Qualifications (RFQ) 19-06 for vehicle customization and upfitting services, staff recommends awarding on-call agreements with two contractors, Joslin Mobile, Inc. and Computer Deductions, Inc., for three-year terms and a total amount not to exceed amount of \$450,000 for each contract.

RECOMMENDATION:

- a) Determine this action is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) and 15060(c)(3) of the CEQA Guidelines because this action will not result in a physical change to the environment, directly or indirectly; and
- b) Approve On-Call Maintenance/Repair Services Agreements with Joslin Mobile, Inc. and Computer Deductions, Inc. for vehicle customization and upfitting services, each for a three-year term and a total amount not to exceed \$450,000 per agreement, and authorize the Mayor and City Clerk to execute the agreements.

FUNDING REQUIREMENTS:

The current adopted budget includes sufficient funding for this purchase. It will be expensed to the Rolling Equipment account in the Public Works Department, 7529032-911016 and the Equipment N.O.C. account in the Police Department, 75304-911024.

DISCUSSION:

Each year the City budget includes the replacement of 35-50 vehicles and vessels including fire apparatus and large equipment. The majority of those units require the installation of special equipment, such as:

- Emergency lights which must comply with **CCR title 13 § 818**. Type of Warning Lamps Used on Emergency Vehicles and Special Hazard Vehicles,
- Communication technology, mobile computers, proximity sensors, video gear, auxiliary power supplies.
- Custom fasteners, brackets, and storage compartments to accommodate tactical gear, and special equipment.

In addition to the outfitting of new units, other existing units are frequently reassigned or require modifications and or replacement of equipment. Of our current City fleet, over 160 public safety units are in current operation and require ongoing maintenance and repair. These units consist of the following:

- 125 Police Units
- 7 Ambulances
- 8 Active Fire Apparatus
- 8 Reserve Apparatus
- 6 Battalion Chief Command Vehicles
- 3 Ladder Trucks
- 3 Lifeguard Command Vehicles
- 3 Lifeguard Safety Rescue Boats
- 3 Harbor Operations Boats

These upfitting, repair & modifications, and customization services may require the complete removal of exterior body panels, fenders, hoods, bumpers, and exterior lights. In addition, vehicle interiors including dashboards, center consoles, seats, body/roof panels and carpeting are removed to accommodate the routing of communication equipment, wire harnesses and the mounting of tactical equipment.

Due to the City's current replacement schedule as outlined in our F-9 Policy, much of this equipment needs replacement, upgrades, or modifications before the vehicle is due for replacement and taken out of service. Additionally, due to these expected service terms, annual software updates and program configurations are required on a regular basis.

To complete this work, the Public Works Department (Equipment Maintenance Section) and the Police Department utilize professional contract installers with the technical expertise, certification, and knowledge of various vehicles platforms and other related complexities. Contractors either come on-site and complete necessary installation services, or in some cases necessary work is performed at the contractor's facilities. The ability to utilize such services allows the Public Works equipment maintenance mechanics and Police Department fleet specialists to:

- Focus on the daily maintenance and repair of the large fleet of City owned vehicles and equipment;
- Eliminate the need to transport equipment to and from various locations;
- Provide technology updates, modifications, or repairs to emergency response vehicles while they remain in service; and
- Oversee installations, approve set up and lay out, picture and document design and schematics. Also, facilitate visits with the end user and installer to deliver a seamless integration of operator ergonomics and technology. To identify qualified contractors to perform this work, staff prepared and issued Request for Qualifications (RFQ) 19-06 for Vehicle Customization and Upfitting Services.

Staff provided a list of City vehicles that included emergency response vehicles and public service vehicles. A scope of services was provided that included examples of the most prevalent vehicle upfitting and customization requests. Proposers were asked to elaborate upon their experience and qualifications in performing this type of vehicle work, as well as their methodology in performing this work at the location of the City's choosing. Whereas the Public Works Department prefers work to be performed on-site at the City's Corporate Yard, the Police Department prefers this work to be performed off-site at the contractor's facilities due to space limitations at the Police Department Headquarters.

The RFQ yielded six (6) responses, which were evaluated by a panel consisting of staff from the City’s Public Works and Police Departments. The results of this review process can be found in the following table:

PROPOSER	TECHNICAL SCORE (MAX 100)	COST SCORE (MAX 100) (HOURLY RATE)	TOTAL SCORE (MAX 200)	OVERALL RANK
Joslin Mobile, Inc.	95.00	100.00 (\$75.00)	195.00	1
Computer Deductions, Inc.	91.67	100.00 (\$75.00)	191.67	2
IDSMP Emergency	82.33	100.00 (\$75.00)	182.33	3
Hi-Standard	88.00	88.24 (\$85.00)	176.24	4
Lehr	75.00	100.00 (\$75.00)	175.00	5
Nationwide Fleet Installations	80.00	78.95 (\$95.00)	158.95	6

The basis used for pricing comparison was the stated hourly rate from each proposer. While Computer Deductions, Inc., Joslin Mobile, Inc., ISDMP Emergency and Lehr all proposed an hourly rate of \$75, ISDMP Emergency also called for travel charges of \$0.59 per mile and \$30 per hour and Lehr called for travel charges of \$20 per hour. Computer Deductions, Inc. and Joslin Mobile, Inc. did not propose any travel charges. While these travel charges will not affect work performed at the contractor’s facilities (Police Department vehicles), they make a difference for work to be performed at the City’s facilities (Public Works vehicles).

Following this evaluation process, staff recommends contract awards to the two highest-rated proposers: Computer Deductions, Inc., and Joslin Mobile, Inc. These proposers earned the two highest Technical Score ratings from the panel and both offer the best hourly rate for work performed. Both companies also perform all of the installation types indicated in the RFQ, whereas some of the other proposers only focused on certain specialty areas of vehicle upfitting. The overall volume of work required by both departments dictates the retention of two contractors, each able to perform work on-site or off-site, as may be needed by the City on a project-by-project basis.

ENVIRONMENTAL REVIEW:

Staff recommends the City Council find this action is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

NOTICING:

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Council considers the item).

ATTACHMENTS:

Attachment A – Maintenance/Repair Services Agreement with Joslin Mobile, Inc.

Attachment B – Maintenance/Repair Services Agreement with Computer Deductions,
Inc.