



City Manager
334 Front Street
Ketchikan, AK. 99901

Phone (907) 228-5603
Fax (907) 225-5075

TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: March 8, 2021

RE: **Exempting the Procurement of Annual Dispatch Center Hardware/Software Maintenance Services from Competitive Bidding/Written Quotation Requirements of the Ketchikan Municipal Code – ProComm Alaska LLC**

The motion detailed below was prepared at the request of Chief of Police Joe White, who asked that it be placed before the City Council for consideration at its meeting of March 18, 2021. If adopted, the motion provides for exempting the procurement of annual dispatch center hardware/software maintenance services from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code and authorizing the procurement of such services from ProComm Alaska LLC at a cost of \$82,000. Subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code provides for exempting the purchase of such services from competitive bidding/quotation when:

“Supplies, materials, equipment or contractual services which should be purchased from a specific source in order to prevent incompatibility with previously purchased supplies, materials, equipment or contractual services. For the purpose of this paragraph, the term “incompatibility” is defined as:

- (A) The inability to interconnect, combine, interchange, or join; or
- (B) That which causes substantial duplication in maintenance, expertise or training or in the stocking of parts, materials, supplies or replacement. Any purchase which is to be excluded from competitive bidding by authority of this subparagraph which exceeds \$10,000, must first be approved by the council.”

The rationale for the exemption is detailed in the Police Chief's transmittal memorandum and requires no elaboration on the part of my office. I concur with Chief White's recommendation.

The Police Chief will be attending the City Council meeting of March 18, 2021, in order to address any questions and/or concerns that Councilmembers may have.

A motion has been prepared for City Council consideration.

RECOMMENDATION

Pursuant to subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code, it is recommended that the City Council adopt the motion exempting the procurement of annual dispatch center hardware/software maintenance services from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code; authorizing the procurement of such annual dispatch center hardware/software maintenance services from ProComm Alaska LLC at a cost of \$82,000; approving funding from the E911 Central Communications Division's 2021 Software and Equipment Maintenance Services account (Account No. 635-04); and directing the City Manager to execute the contract documents on behalf of the City Council.

Recommended Motion: Pursuant to subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code, I move the City Council exempt the procurement of annual dispatch center hardware/software maintenance services from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code; authorize the procurement of such annual dispatch center hardware/software maintenance services from ProComm Alaska LLC at a cost of \$82,000; approve funding from the E911 Central Communications Division's 2021 Software and Equipment Maintenance Services account (Account No. 635-04); and direct the City Manager to execute the contract documents on behalf of the City Council.



MEMORANDUM

KETCHIKAN POLICE DEPARTMENT

361 Main Street, Ketchikan, AK 99901
907-225-6631 or Ext 384

TO: Karl Amylon
City Manager

FROM: Joseph White
Chief of Police

DATE: March 8, 2021

RE: **Service/Warranty Agreement**

The 2021 budget for Central Dispatch includes funding for an annual maintenance agreement for hardware/software service and support on the Motorola and Airbus DS telecommunications equipment.

ProComm Alaska LLC is the original vendor and installer of our Motorola CentraCom Gold Elite dispatch center and all associated hardware/software for the communications system. The hardware and software is highly proprietary and ProComm Alaska LLC is currently the sole authorized vendor to service our region.

The service agreement for 2021 has a total cost of \$82,000, which is paid incrementally over the course of the year. To prevent incompatibility issues, I respectfully request that pursuant to Ketchikan Municipal Code Section 3.12.50(a)(6) this be brought before the City Council recommending the maintenance agreement be awarded to ProComm Alaska LLC.

ProComm Alaska LLC

Phone No: 907-563-1176
Fax No: 907-519-6063
2100 E. 63rd Ave
Anchorage 99507

**Invoice****7069**

Date: 2/18/2021
Order#: 0
Your PO#:

Bill-To

Ketchikan Police Department
361 Main Street
Ketchikan, AK 99901

Ship-To

Ketchikan Police Department
361 Main Street
Ketchikan AK 99901

Contact:

Contract billing period:
01/01/2021 thru 03/31/2021

Tax:
EXEMPT

Terms:
N30

Work Performed

Qty	Item Id	Description	Qty	Price Ea.	Total
1	MSA-Vesta-	MSA-VESTA® 9-1-1 Monitoring & Patch Management - 50% down on contract initiation. Auto renew date Mon/Patch 01/01/2021	Yr	\$41,000.00	\$41,000.00
Total Amount					\$41,000.00

Invoice Total : \$41,000.00
Sales Tax at 0.00% : \$0.00
Total Amount Due : \$41,000.00

VENDOR #	INVOICE #
2504	7069
PO #	INVOICE AMOUNT
2021-372	\$41,000.00
ACCOUNT CODE	
101-1220-220-63504	
ACCOUNT CODE	
PROJECT # / RECEIPT OF GOODS # / VEHICLE #	
DATE PROCESSED	FINAL INVOICE/CLOSE PO. Y OR N
2/25/21	