



Staff Report

File #: 21-0838

**REQUEST FOR CITY COUNCIL AND
CORONA UTILITY AUTHORITY ACTION**

DATE: 09/15/2021

TO: Honorable Mayor and City Council Members
Honorable President and Board Members

FROM: Utilities Department

SUBJECT:

Award of Contract to Applied Technologies Group, Inc. for As-Needed Wireless Network and Microwave System Maintenance, Support, and Implementation.

EXECUTIVE SUMMARY:

The Utilities Department utilizes the services of wireless communication firms to assist with the maintenance, inspection, troubleshooting, design, and implementation of the City's public safety radio communications system and Utilities Department Supervisory Control and Data Acquisition communication system. Therefore, the City issued a Request for Proposals for As-Needed Wireless Network and Microwave System Maintenance, Support, and Implementation services. The City Council will consider awarding a contract for these services.

RECOMMENDED ACTION:

That the:

- a. City Council award Request for Proposals 21-079AC for As-Needed Wireless Network and Microwave System Maintenance, Support and Implementation services to Applied Technology Group, Inc. of Bakersfield, CA for \$650,000 per fiscal year.
- b. City Council authorize the City Manager, or his designee, to execute the Professional Services Agreement with Applied Technology Group, Inc. for an initial two-year agreement ending June 30, 2023, with two optional 1-year extensions for \$650,000 per fiscal year.
- c. City Council authorize the General Manager and City Attorney, or their designees, to negotiate and execute non-substantive extensions, change orders, and amendments up to \$65,000 or 10% as authorized in Corona Municipal Code Section [3.08.070\(I\)](#).

- d. City Council authorize the Purchasing Manager to issue a purchase order to Applied Technology Group, Inc. for \$650,000 per year for Fiscal Years 2022 and 2023 for the initial agreement term ending June 30, 2023.
- e. Corona Utility Authority review, ratify, and to the extent necessary, direct the City Council to take the above actions.

BACKGROUND & HISTORY:

The City's public safety radio communications system provides for emergency dispatch, mobile radios for Police and Fire vehicles, wireless communications between public safety facilities, including the City's Fire stations and Police headquarters, and other wireless radio links which support the public safety system.

The Utilities Department's (UD) Supervisory Control and Data Acquisition (SCADA) wireless system provides radio communications between remote sites and treatment facilities to improve the utility's operational efficiency and effectiveness. All wireless communications systems require regular maintenance to function properly. The UD's radio network system consists of nine main radio towers located throughout the City. These radio towers range in heights from 40 feet to 100 feet. They have both licensed and unlicensed radio equipment installed to provide the necessary telecommunication links to automated controls and data monitoring at remote sites.

The UD has over 100 remote water sites utilizing radio telemetry to monitor and report system information to the SCADA systems. Consistent and reliable radio communications are critical to the UD's operational strategy to ensure staff have pertinent system information to make informed decisions to manage Corona's drinking water and water reclamation systems and comply with applicable laws and regulations.

ANALYSIS:

On July 21, 2021, the Purchasing Division issued Request for Proposals (RFP) 21-079AC - As-Needed Wireless Network and Microwave System Maintenance, Support, and Implementation. According to Corona Municipal Code (CMC) [3.08.110](#) non-public projects formal bidding procedure requirements, the RFP was advertised in the Sentinel Weekly and published on the City's PlanetBids bidding portal. A total of 148 firms registered with PlanetBids were notified of the procurement opportunity. Of those notified, 26 firms, including four bid service companies, downloaded the RFP document. The City received one proposal by the submission date of August 5, 2021. The Purchasing Division contacted potential bidding firms inquiring about the lack of participation and interest. Some of the responses received included: internal workload did not allow enough time to complete the RFP, the firm could not meet the RFP's scope of work required response time, and one firm indicated they only work for the manufacturer.

Staff evaluated the proposal. The evaluation was based on the following criteria:

Criteria	Maximum Points
Qualifications of Firm	30 pts

Qualifications of Personnel	30 pts
Work Plan / Project Understanding and Approach	30 pts
Value	10 pts
Total	100 pts

The review panel carefully evaluated the single proposal received. Applied Technology Group (ATG) rated high in all areas of the listed criteria. UD can attest to their quality of service as they are the City's prior contractor. Applied Technology Group has historically been responsive, it employed an adequate number of staff to support the City's needs and requests, and it originally designed and developed the UD's radio network communication architecture. However, prior knowledge of the City's systems was not a requirement to bid on this on contract or used as an evaluation criterion. Further, prices will remain the same as they were in the prior fiscal year. Staff recommends awarding the Agreement for As-Needed Wireless Network and Microwave System Maintenance, Support, and Implementation services to Applied Technology Group. Their agreement will be for \$650,000 per fiscal year for the initial two-year term ending June 30, 2023, with two (2) optional 1-year extensions. All licenses and references for the contractor have been reviewed and verified by City staff.

FINANCIAL IMPACT:

Funding for the recommended action is included in the Fiscal Year 2022 Utilities Department and Information Technology Department Operating Budget. Funding in future fiscal years will be recommended through the budget process

ENVIRONMENTAL ANALYSIS:

This action is categorically exempt pursuant to Section 15301 of the Guidelines for the California Environmental Quality Act (CEQA), which states that operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the CEQA determination is exempt from CEQA. Therefore, no environmental review is required.

PREPARED BY: KRISTIAN ALFELOR, OPERATIONS MANAGER

REVIEWED BY: TOM MOODY, GENERAL MANAGER

Attachments:

1. Exhibit 1 - RFP 21-079AC
2. Exhibit 2 - Proposal Summary
3. Exhibit 3 - PSA with Applied Technology Group, Inc.