Folsom City Council
Staff Report

MEETING DATE:	1/9/2024
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 11150 – A Resolution Authorizing the City Manager to Execute an Agreement with Westnet, Inc. for Fire Station No. 34 First-In Fire Station Alerting System
FROM:	Fire Department

RECOMMENDATION / CITY COUNCIL ACTION

The Fire Department recommends that the City Council pass and adopt Resolution No. 11150 – A Resolution Authorizing the City Manager to Execute an Agreement with Westnet, Inc. for Fire Station No. 34 First-In Fire Station Alerting System

BACKGROUND / ISSUE

A key component of fire and medical emergency services dispatching is fire station alerting. Once the information required for an emergency response is gathered and the closest resources are determined, the fire station audio and visual alerts are activated. An interface between the Computer Aided Dispatch (CAD) system and the fire station alert system provides the most efficient method of dispatching emergency resources. Without a fully functioning alerting system, dispatchers must use back up "manual alerting" which takes longer and results in delays in overall response times.

Using the CAD system, the dispatcher enters a dispatch command. The CAD and fire station alert systems are connected to the stations via data connection circuits. The station alert signal activates relays at the stations to ring the station bell, turn on lights at night, and open an audio path from the station radio to the station public address system. The dispatcher then proceeds with a voice dispatch with the details of the emergency response.

All Folsom Fire stations are equipped with Westnet Alerting Systems along with the entire regional area. Westnet, Inc. has installed a dedicated server at the Sacramento Regional Fire/EMS Communications Center (SRFECC) as part of a region wide purchase to greatly enhance the

capabilities and speed that emergency incidents are dispatched.

POLICY / RULE

Section 2.36.080, Award of Contracts of the Folsom Municipal Code states, in part, that contracts for supplies, equipment, services, and construction with an estimated value of $70,952 or greater shall be awarded by the City Council.

Section 2.36.140, Sole Source procurement of the Folsom Municipal Code states prior to submitting a purchase request, the requesting department shall conduct a survey of available sources to determine whether there is only 1 source for the required supply, equipment, service or construction item. After review of this request by the purchasing agent and the finance director and approved by the city manager, a contract shall be awarded without competition. The purchasing agent, or his/her designee, shall conduct negotiations, as appropriate, as to price, delivery and terms. The requesting department shall prepare a waiver of bid and submit it to the purchasing agent for filing with the city clerk. (Ord. 723 § 3 (part), 1991)

ANALYSIS

Fire Department staff did not solicit bids from fire station alerting companies due to Westnet, Inc. being the sole source provider for emergency alerting in the Sacramento region. Department staff received a quote for Fire Station No. 34 from Westnet, Inc. to include installation, one year of technical support, and an on-site warranty.

The Fire Department has found the quote to be in order and recommends that the contract be awarded to Westnet, Inc. Staff will use the City's standard agreement in a form acceptable to the City Attorney.

FINANCIAL IMPACT

The contract with Westnet, Inc. would be authorized for $119,121.86 with a 5% contingency amount of $5,956.09 for a total amount not to exceed $125,077.95.

Funds in the amount of $125,077.95 are budgeted and available in The Folsom Plan Area Fire Station No. 34 project (project FD2234). The project is included in the Fiscal Year 2023-24 Capital Improvement Plan utilizing impact fees and was approved with Resolution No. 11022 on April 11, 2023.

ENVIRONMENTAL REVIEW

This report concerns administrative activities that do not constitute a "project" as defined by section 15378 of the California Environmental Quality Act (CEQA) Guidelines and is otherwise exempt pursuant to sections 15061(b)(3) and 15378(b)(2).

ATTACHMENTS

1. Resolution No. 11150 – A Resolution Authorizing the City Manager to Execute an Agreement with Westnet, Inc. for Fire Station No. 34 First-In Fire Station Alerting System

2. Waiver of Bid Notification – Westnet First-In Alerting, Inc. – Station 34

Submitted,

_____

Ken Cusano, Fire Chief

Attachment 1

Resolution No. 11150 – A Resolution Authorizing the City Manager to Execute an Agreement with Westnet, Inc. for Fire Station No. 34 First-In Fire Station Alerting System

RESOLUTION NO. 11150

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH WESTNET, INC. FOR FIRE STATION NO. 34 FIRST-IN FIRE STATION ALERTING SYSTEM

WHEREAS, the City of Folsom desires to contract for fire station alerting for Fire Station No. 34; and

WHEREAS, this project was sole sourced for a bid quote with Westnet, Inc. in the amount of $119,121.86 with a 5% contingency in the amount of $5,956.09 for a total amount of $125,077.95; and

WHEREAS, funds in the amount of $125,077.95 are budgeted and available in The Folsom Plan Area Fire Station No. 34 project (project FD2234), which is included in the Fiscal Year 2023-24 Capital Improvement Plan utilizing impact fees, and was approved with Resolution No. 11022 on April 11, 2023; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute an agreement with Westnet, Inc. for Fire Station No. 34, for First-In Fire Station Alerting System, for a total amount not to exceed $125,077.95.

PASSED AND ADOPTED this 9th day of January 2024, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Michael D. Kozlowski, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

Attachment 2

Waiver of Bid – Westnet First-In Alerting, Inc. – Station 34

DocuSign Envelope ID: 7E076F1F-9B50-4776-BA3D-D8EC7C33118A

Memo

CITY OF FOLSOM

To: Christa Freemantle, City Clerk

From: Ken Cusano, Fire Chief

Date: December 4, 2023

Subject: **Waiver of Bid – Westnet First In Alerting, Inc. - Station 34**

This shall serve as a "Waiver of Bid Notification" for Sole Source procurement for the purchase and installation of station alerting equipment at Fire Station No. 34, as required by Section 2.36.140 of the Folsom Municipal Code.

Section 2.36.140, Sole Source procurement of the Folsom Municipal Code states prior to submitting a purchase request, the requesting department shall conduct a survey of available sources to determine whether there is only 1 source for the required supply, equipment, service or construction item. After review of this request by the purchasing agent and the finance director and approved by the city manager, a contract shall be awarded without competition. The purchasing agent, or his/her designee, shall conduct negotiations, as appropriate, as to price, delivery and terms. The requesting department shall prepare a waiver of bid and submit it to the purchasing agent for filing with the city clerk. (Ord. 723 § 3 (part), 1991)

The Folsom Fire Department along with the regional agencies exclusively utilize Westnet First In alerting systems in all fire stations. The Sacramento Regional Fire and EMS Communication Center supporting dispatch services for the regional departments communicates directly to each Fire Station by operating a proprietary Westnet Server. Accordingly, the use of an alerting system other than Westnet at any of our stations would eliminate our dependable emergency alerting ability. Fire Station No. 34 requires a Westnet Fire Station alerting system to be installed and completed during the construction phase.

The Fire Department is requesting approval for sole source procurement through Westnet First In Alerting, Inc. for professional services equipment and installation to Fire Station No. 34. The Fire Department hereby requests this waiver of bid be approved to remain in effect through the completion of the contract.

The project is included in the Fiscal Year 2023-24 Capital Improvement Plan utilizing impact fees and approved with Resolution No. 11022 on April 11, 2023. The Folsom Plan Area Capital Improvement Fund (Fund 472) has sufficient funds budgeted and available.

DocuSign Envelope ID: 7E076F1F-9B50-4776-BA3D-D8EC7C33118A

Ken Cusano, Fire Chief — 12/4/2023 Date

DocuSigned by:
Stacey Tamagni
AFD1A05E12A645E...
Stacey Tamagni, Finance Director — 12/13/2023 Date

DocuSigned by:
Elaine Andersen
8D6F04D8FE4B4FA...
Elaine Andersen, City Manager — 12/13/2023 Date

cc: City Clerk, Original
City Manager