

# TOWN OF PALM BEACH

Information for Town Council Meeting on: September 13, 2018

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To: Mayor and Town Council

Via: Kirk W. Blouin, Town Manager

From: Nicholas Caristo, Acting Chief of Police

Re: Authorize Purchase Orders to Citation Communications, Inc. for FY 2019 Annual Radio Maintenance Costs and Repairs and Parts for Police and Fire Rescue  
**Resolution No. 137-2018**

Date: August 15, 2018

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## **STAFF RECOMMENDATION**

Staff recommends Town Council approve the issuance of two (2) Purchase Orders to Citation Communications, Inc.; one in the amount of \$34,908 for FY 2019 System Maintenance Agreement and a Blanket Purchase Order in the amount of \$15,000 for the purchase of miscellaneous radio parts (i.e. mics, antennas, batteries, cases, radios, etc.) and repairs not covered by the maintenance contract. The Town is piggybacking the School District of Palm Beach County Contract No. SB 16C-25W and SB 13C-19S, as detailed in Exhibits A and B.

## **GENERAL INFORMATION**

The Trunked 800 MHz OpenSky equipment that operates on the MPSCC radio system is manufactured by Harris Corporation and serviced by Citation Communications, Inc. This equipment can only be purchased directly from Harris Corporation and Citation Communications, Inc. continues to be the authorized Manufacturer Representative for Harris Corporation and the only assigned sales agent that is currently allowed to handle this account for both sales and service.

Additionally, Citation Communications, Inc. has been awarded the contract for the School District of Palm Beach County via Bid No. SB 16C-25W and 13C-19S - Term Contract for Radio Repairs, Service, Installation and Preventative Maintenance and Related Products which allows for the Town of Palm Beach to piggyback off the School Board Contract.

Staff recommends that both Police and Fire Rescue Departments enter into a maintenance contract with Citation Communications, Inc. for service and maintenance and establish a budget for miscellaneous radio equipment purchases and repairs as needed during FY2019.

Authorize Purchase Orders to Citation Communications, Inc.

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**FUNDING/FISCAL IMPACT**

The FY2019 cost for radio maintenance for Public Safety is \$34,908. In addition, Police and Fire Rescue need to designate funds (\$15,000) for expenses associated the replacement of miscellaneous equipment (i.e. radios, antennas, batteries, etc.) and repairs not covered by the maintenance contract and that are unknown factors. Funds for these expenses have been allocated in both the Police and Fire Rescue FY2019 Proposed Budgets.

**PURCHASING REVIEW**

The Purchasing Division has reviewed this item and approves as recommended.

**TOWN ATTORNEY REVIEW**

The Town Attorney has reviewed this resolution and approved for legal form and sufficiency.

/LSG

Attachments

cc: Jane LeClainche, Finance Director  
Darrel Donatto, Fire Rescue Chief  
Dean Mealy, Purchasing Manager  
John C. Randolph, Town Attorney