



# City of Morgan Hill

## Legislation Text

---

File #: 15-533, Version: 1

---

## **CITY COUNCIL STAFF REPORT**

### **MEETING DATE: SEPTEMBER 2, 2015**

PREPARED BY: Patricia Yinger, Support Services Manager/Police Department  
APPROVED BY: City Manager

## **REPORT OF EMERGENCY PURCHASE OF UNINTERRUPTABLE POWER SUPPLY AND DOOR LATCH HARDWARE FOR THE POLICE FACILITY**

### **RECOMMENDATION(S)**

1. Accept report regarding emergency purchase of an Uninterruptable Power Supply (UPS) and door latch hardware for the Police Facility, as provided for under Morgan Hill Municipal Code Section 3.04.160 regarding emergency purchases; and
2. Adopt resolution approving an amendment to City's annual budget to appropriate \$55,276 in City's General Fund (Fund 010) for Police Support Services for this emergency purchase.

### **COUNCIL PRIORITIES, GOALS & STRATEGIES:**

#### **Ongoing Priorities**

Enhancing public safety

#### **2015 Focus Areas**

Infrastructure Funding and Advocacy

### **REPORT NARRATIVE:**

During a power failure at the Police Facility on August 11, 2015, the primary UPS's rectifier failed. This UPS supports critical systems such as the radio control room, computer server room and the Communications Center. The UPS was purchased in 2004. A new unit will have at least a ten year life span with a two year parts and labor warranty.

Municipal Code Section 3.04.140 requires that purchases in excess of \$10,000 and less than \$25,000 can be approved by the City Manager through a competitive bid. The competitive bid requirements in Section 3.04.190 require publishing the bid in a newspaper and a bid opening. In an emergency, however, those requirements may be waived pursuant to Section 3.04.160 ("Emergency Authority of the Purchasing Officer") upon determination by the Purchasing Officer as long as a written statement is submitted to the City Council at the subsequent City Council meeting. Due to the urgency of this matter, the Purchasing Officer has made the emergency determination. As such, city staff has obtained three informal quotes. The lowest informal quote is from SYSTAT Critical System Protection Services at a cost of \$28,193 plus applicable sales tax of \$2,336. The additional two quotes were from Ametek (\$30,250) and Power Management Systems (\$32,320), neither of which

included applicable sales tax. The failed UPS has been replaced.

During the same power failure, five secured doors, including the door to the holding cells, were found to be inoperable during a failure of the door control system. Staff recommended the replacement of those door latches with hardware that can be unlocked with a hard key when the card key system is inoperable. Due to the urgency of this matter, staff obtained three informal quotes. The lowest informal quote is from ACE Locksmith at a cost of \$2,700. The additional two quotes were from AAA Locksmith (\$3,400) and Best Bay Locksmith (\$3,100). The door latch hardware has been replaced.

The total amounts expended by the Purchasing Officer due to the emergency situations identified above was \$30,529 for the failed UPS and \$2,700 for the failed door latch hardware.

### **COMMUNITY ENGAGEMENT:            Not Applicable**

The purchase of the UPS is critical and crucial to the safety and security of the Police Facility. The UPS provides a continuous power supply to the Police Facility which operates 24/7. It is imperative for the safety of Police Department staff that a seamless power source is available at all times. Due to the nature and urgency of this purchase, no community input is applicable.

### **ALTERNATIVE ACTIONS:**

The purchase was made under the authorization of the purchasing officer according to MHMC 3.04.140. Therefore no alternative action is applicable.

### **PRIOR CITY COUNCIL AND COMMISSION ACTIONS:**

No prior action has been taken by City Council on this issue.

### **FISCAL AND RESOURCE IMPACT:**

The total cost of the UPS and the door latch hardware is \$33,229, which was not included in the FY 2015-16 adopted budget. A budget scorecard is attached.

### **CEQA (California Environmental Quality Act):**

Categorical Exemption

### **LINKS/ATTACHMENTS:**

Resolution

Budget Scorecard

Quote from SYSTAT Critical System Protection

Quote from ACE Locksmiths for the door latch hardware