



COUNTY OF LOS ANGELES

FIRE DEPARTMENT

1320 NORTH EASTERN AVENUE
LOS ANGELES, CALIFORNIA 90063-3294
(323) 881-2401

P. MICHAEL FREEMAN
FIRE CHIEF
FORESTER & FIRE WARDEN

August 7, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVE THE USE OF THE BOARD AUTHORIZED FLEET MAINTENANCE
CONTRACTS FOR MOBILE RADIO EQUIPMENT INSTALLATION SERVICES
(ALL DISTRICTS) (3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD ACTING AS THE GOVERNING BODY OF
THE CONSOLIDATED FIRE PROTECTION DISTRICT:**

1. Approve the use of Board authorized Fleet Maintenance (Radio Maintenance and Repair Services) contracts in the amount not to exceed \$2,000,000 for the remaining two years of their contract term to retrofit new and existing fire fleet vehicles with new VHF and UHF radios.
2. Authorize the Fire Chief, or his designee, to expand the scope of work (Attachment A) for Contract No. 75806 with Vision Communication and Contract No. 75759 with Advanced Electronics.
3. Authorize the Fire Chief, or his designee, to amend, suspend and/or terminate these contracts, if deemed necessary, in accordance with the District's contract for Mobile Equipment Installation Services.
4. Authorize contract expenditures of \$1,500,000 for the first year and \$500,000 for the second year for a total expenditure authority of \$2,000,000.

SERVING THE UNINCORPORATED AREAS OF LOS ANGELES COUNTY AND THE CITIES OF:

AGOURA HILLS	CALABASAS	DIAMOND BAR	HIDDEN HILLS	LA MIRADA	MALIBU	POMONA	SIGNAL HILL
ARTESIA	CARSON	DUARTE	HUNTINGTON PARK	LA PUENTE	MAYWOOD	RANCHO PALOS VERDES	SOUTH EL MONTE
AZUSA	CERRITOS	EL MONTE	INDUSTRY	LAKESWOOD	NORWALK	ROLLING HILLS	SOUTH GATE
BALDWIN PARK	CLAREMONT	GARDENA	INGLEWOOD	LANCASTER	PALMDALE	ROLLING HILLS ESTATES	TEMPLE CITY
BELL	COMMERCE	GLENORA	IRWINDALE	LAWNDALE	PALOS VERDES ESTATES	ROSEMEAD	WALNUT
BELL GARDENS	COVINA	HAWAIIAN GARDENS	LA CANADA FLINTRIDGE	LOMITA	PARAMOUNT	SAN DIMAS	WEST HOLLYWOOD
BELLFLOWER	CUDAHY	HAWTHORNE	LA HABRA	LYNWOOD	PICO RIVERA	SANTA CLARITA	WESTLAKE VILLAGE
BRADBURY							WHITTIER

5. Find that these contracts are exempt from the provisions of the California Environmental Quality Act (CEQA).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended action is to utilize the existing Board approved Fleet Division contracts to retrofit new and existing fire fleet vehicles with new VHF and UHF radios. Two of the approved contractors specialize in communication installation.

BACKGROUND

On April 19, 2005, your Board approved the implementation of the District's voice and data emergency communications systems. To date, all operational portable radios have been replaced with FCC compliant narrowband digital radios. The current task is to install the same level of technology in all emergency response vehicles currently utilized by the District.

The District has traditionally relied upon existing Fire Department and Internal Services Department (ISD) personnel to install and maintain all radio equipment. ISD has met the needs of the District based on the normal attrition of vehicle turn-over. The size and magnitude of the current task has prompted the District to augment ISD's workforce with Board approved communication contractors to ensure the timely completion of the installation project. Without the use of contractors, the installation process could take up to three years to complete. This timetable is unacceptable as it causes the District's first response vehicles to have multiple communication systems which often times are not compatible. The District's goal is to minimize communication problems by compressing the implementation timetable.

Implementation of Strategic Plan Goals

Approval of the recommended action supports the County's Strategic Goal #4 for Fiscal Responsibility and Goal #8 for Public Safety, by increasing safety and security of all residents in Los Angeles County through the implementation of this interoperability project.

FISCAL IMPACT/FINANCING

Sufficient appropriations are included in the District's budget to fund the installation. There is no impact on net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The District has approximately 1,300 vehicles that need to be retrofitted with new VHF and UHF radios. With the assistance of ISD and these two contractors, we will be able to condense the installation timetable and minimize the impact of having multiple systems in place simultaneously.

ENVIRONMENTAL DOCUMENTATION

The services provided through these contracts will not have a significant effect on the environment and are therefore exempt from CEQA, pursuant to Section 15061(b)(3) of the CEQA Guidelines.

CONTRACTING PROCESS

The District submitted a package of 60 Fire Fleet contractors to your Board for approval on July 5, 2006. The Fire Fleet contractors are utilized to perform a wide variety of vehicle maintenance and repair on a time and material basis. Two of the contractors, Visions Communications (Contract #75806) and Advanced Electronics (Contract #75759), are the only contractors out of the 60 that specialize in communications installation and have agreed to perform the work based on their Statement of Hourly Rates, Costs, and Fixed Fee (Attachment B). The contractors will be paid based on their time and the material that is needed to retrofit each vehicle. Therefore, the District will delegate a portion of work to ISD and expand the statement of work for the two contractors to include the timely installation of the VHF and UHF mobile radio equipment.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no significant impact on current services.

CONCLUSION

Upon execution by your Honorable Board, the District will need two (2) original certified copies of the adopted Board Letter and contract documents. It is requested that the Executive Office of the Board notify Ms. Lucy Guadiana, at (323) 838-2275, when the documents become available.

Respectfully submitted,



P. MICHAEL FREEMAN

PMF:lg

Attachments

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors
Auditor Controller

ATTACHMENT A

EXPANDED STATEMENT OF WORK

**CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY
(DISTRICT) CONTRACT # _____**

1. Introduction

This Expanded Statement of Work (ESOW) is specifically designated to mobile radio Installations for the DISTRICT, hereinafter referred to as DISTRICT and _____, Contract # _____, hereinafter referred to as Contractor.

The purpose of this ESOW between DISTRICT and Contractor is to further define the statement of work approved by the Board of Supervisors on July 5, 2006, as Appendix B to Contract # _____. This is required due to the nature of the mobile radio installation project which DISTRICT will implement.

This ESOW will be effective upon execution by both parties and is in force from that date until completion as defined herein, or until terminated in accordance with the Suspension and/or Termination of Agreement as defined in Section 8.

2. Scope of Work

2.1 Preparation

2.1.1 Inventory

DISTRICT will provide and inspect all VHF and UHF XTL 5000 radios and accessories and will record the serial numbers designated for each vehicle. Contractor will receive and inspect all VHF and UHF XTL 5000 radios and accessories prior to each installation.

2.1.2 Programming and Bench Testing

Prior to installation, DISTRICT will flash and program all VHF and UHF radios to DISTRICT requirements. Final inspection, bench test and FCC testing shall be the responsibility of DISTRICT. FCC testing will include the following:

1. Operational Functionality.
2. Programming.
3. Output Power.
4. Receiver sensitivity.

2.2 Installation

Installation will be performed by Contractor in the order described below.

2.2.1 Pre-Testing

Contractor shall conduct a Pre-Test on existing UHF and VHF radio equipment. Installation of existing radio will be inspected and tested to identify any pre-existing mechanical, electrical or Radio Frequency (RF) issues that may affect the integrity of installation of the new radios. Each Pre-test will include:

1. Mechanical mounting of radio and control head.
2. Basic functionality of radio and control head.
3. Physical condition of power, control and antenna cables and connectors, including MDT.
4. Return Loss Ratio (RLR) of antenna (forward and reflected power).
5. Basic functional test of MDT.

The results of the pre-testing will be recorded on the Test Data Sheet (Exhibit 1):

2.2.2 Mobile Radios

All existing UHF and VHF Radios will be replaced with Motorola XTL 5000 in vehicles designated by DISTRICT. Contractor shall:

1. Rewire headset controller to new radios.
2. Modify headset controller to match speaker impedance of XTL 5000 radios.
3. Adjust headset audio modulation to 3.3 KHz.
4. Replace microphones and microphone connection points at the pump panel and verify audio modulation.
5. Both Power and Ground cables will be replaced with 2 AWG wire from the battery to the radio cross connect point.
6. A 30Amp fuse will be installed at the battery on the positive 2AWG cable.

7. RF filters will be installed on both radios and headsets.

Existing hardware and accessory equipment will be provided by DISTRICT for the installation. Should contractor need to provide additional hardware or accessories to complete an installation, the hardware and accessories shall be approved by the designated DISTRICT project manager prior to installation. The terms and conditions regarding price of hardware and accessories shall be compliant with Exhibit 1A of Contractor's approved contract.

2.2.3 Antennas and antenna cables

Existing VHF and UHF radio antennas will be replaced by Contractor on an as needed basis only. Replacement antennas shall be provided by DISTRICT, complete with new antenna cables and connectors. Should contractor need to provide additional hardware or accessories to complete an installation, the hardware and accessories shall be approved by the designated DISTRICT project manager prior to installation.

2.2.4 MDT

All MDT units will remain in the same location.

2.3 Post Installation Tests

All completed radio and antenna installations will be checked for technical and operational integrity by DISTRICT or its assigned County representative. All findings by DISTRICT or its assigned County representative will be illustrated on the Test Data Sheet (Exhibit 1). If errors or omission are recognized during final inspection and testing, Contractor shall make necessary changes to comply with DISTRICT quality standards.

3. Requirements

3.1 Installation Facilities/Work Locations

Installations will take place at various DISTRICT locations including, Fire Stations, Eastern Avenue Fire Shops, North County Fire Shops and other suitable installation facilities as determined by DISTRICT.

3.2 DISTRICT Responsibility

DISTRICT agrees to support the project as follows:

1. Coordinate with Contractor the availability and provision of vehicles for installation such that a steady workload can be maintained by the Contractor staff with minimal waiting or downtime.

2. District will issue a work order to the contractor for each project order.
3. Ensure timely coordination and completion of final inspection, bench test and FCC testing.
4. Provide timely and necessary written feedback to Contractor of unacceptable installation work to avoid untimely repair delays.
5. Provide suitable and adequate workspace for Contractor installations.
6. Ensure access to the locations during the Working Hours listed in Section 5.3.
7. Provide on-site DISTRICT representatives for security and storage of Contractor's tools and equipment during Working Hours listed in Section 5.3.

4. Out of Scope Equipment and Services

Defective equipment leading to substandard performance directly related to the VHF and UHF radios installations and found during the course of the installation or as part of pre-install evaluation, shall be repaired or replaced at the request of DISTRICT at additional cost based on time and materials. Contractor shall provide to DISTRICT a written estimate of additional cost for time and material prior commencing with the needed repair. Additional costs will be added to Contractor's invoice at the completion and approval of the installation.

Defective equipment not directly related to the VHF and UHF radio installations shall not be included in this process. Contractor may provide to DISTRICT a written statement of the needed repair. However, repair of defective equipment not related to the VHF and UHF radio installation is not included in this ESOW.

For any such additional work and costs, an addendum to the ESOW will be proposed by Contractor to DISTRICT for approval.

5. Staffing and Schedule

5.1 Staff Loading

Contractor agrees to provide adequate staff and supervision to each installation location. Contractor and DISTRICT shall agree to appropriate staffing levels based on the number of vehicles, vehicles type and desired rate of completion at each installation location.

5.2 Additional Staffing

At DISTRICT's option, Contractor may provide additional staff with adequate supervision to an installation location. Consideration will be given to vehicle availability,

work space and the availability of quality control personnel. Contractor shall notify DISTRICT of their ability to provide additional staffing when it becomes available.

5.3 Working Hours

Contractor will staff designated installation locations during the hours listed below:

Location	Open	Close	Days
Various	0800	1700	Monday – Friday

Additional working hours may be accommodated at various locations throughout the mobile installation project. Any additional working hours shall be mutually agreed upon by DISTRICT and Contractor in advance. All additional hours will be paid at the contract base rate unless required by DISTRICT.

6. Quality Assurance

6.1 Installation Integrity

Contractor shall perform all installations to DISTRICT quality standards and practice. Final inspection, bench test and FCC testing shall be the responsibility of DISTRICT. If errors or omission are recognized during final inspection and testing, Contractor shall make necessary changes to comply with DISTRICT quality standards.

Upon completion of installation, physical and visual inspection shall take place and recorded in the Test Data Sheet (Exhibit 1).

6.2 Warranty

Contractor will warranty all workmanship of the equipment installed in DISTRICT's vehicles for a period of one year. This warranty is limited to the mobile installation only. All manufacturer defects with the radios equipment shall be the responsibility of DISTRICT and will be managed under the manufacturer's warrantee. Defective equipment not directly related to the VHF and UHF radios installations shall not be included in this warranty.

6.3 Reports

Contractor shall provide weekly progress reports to DISTRICT in a format to be mutually agreed upon by Contractor and DISTRICT. At a minimum, the reports will provide:

1. Details of work completed:
 - a. Quantity and type of vehicle
 - b. Date and location where installation was completed
 - c. Test Reports for the above

- d. Installation/equipment problems encountered
- 2. Schedule:
 - a. One month projection
 - b. Completion Schedule Update
- 3. Out of scope work performed and equipment/materials provided.
- 4. Other issues impacting timely completion of work

7. Used Radio Equipment

Contractor shall identify all used radio equipment removed from DISTRICT vehicles by the DISTRICT vehicle identification and its County of Los Angeles identification number. The radio equipment shall be transferred to the designated DISTRICT representative for disposition.

8. Suspension and/or Termination of Agreement

DISTRICT may cancel or terminate this ESOW without cause by providing two weeks advanced written notice to Contractor. DISTRICT shall be responsible for payment for services already rendered by Contractor. In the event of any such termination, Contractor shall provide to DISTRICT a termination report consisting of all work completed to date, and any outstanding invoices.

9. Rates

DISTRICT and Contractor agree to the time and material rates contained in Exhibit 1A of the Contract between both parties. DISTRICT and Contractor shall utilize such rates to develop installation estimates by vehicle type designated by DISTRICT.

10. Invoices

Contractor shall be responsible to provide weekly invoices to DISTRICT. The invoices shall include only installations completed by Contractor and approved by DISTRICT Project Manager. Such approval documentation shall be included with Contractor's invoice and sent to the following address:

Consolidated Fire Protection
District of Los Angeles County
Financial Management Division
Expenditure Management
P.O. Box 910901
Commerce, California, 90091-0901

11. Notices

All necessary correspondence related to this ESOW between DISTRICT and Contractor with the exception of Contractor invoicing covered in Section 10 above, shall be delivered or sent via mail to the following locations:

DISTRICT

Project Manager Firefighter Specialist Patrick Errett
Consolidated Fire District of Los Angeles County
Command and Control Division
5847 Rickenbacker Road
Commerce, CA 90040

Contractor

Project Manager _____

12. Contract Terms and Conditions

With the exception of the terms and conditions contained in this ESOW, all other terms and conditions contained in Contract # _____ are unchanged.

Required Form - Exhibit 1A

(aka Exhibit B)

Consolidated Fire Protection District of Los Angeles County
Fire Fleet Maintenance and Repair Services

STATEMENT OF HOURLY RATES, COSTS, AND FIXED FEES

Business Name Advanced Electronics, Inc.

Address 2601 Manhattan Beach Blvd.

City Redondo Beach State CA Zip 90278

Contact Name Andy Nunez

Phone # 310-725-0410 x.253 Fax # 310-643-8166

24 Hour Contact Tim Weaver Toll Free # 800-750-7234

Business Days & Hours Monday-Friday 8:00 am- 5:00 pm 24/7 On Call

Contractor License #: 755657

Other License (if applicable): _____

WEBVEN Vendor # (Required): 03714301 REGISTER AT: http://lacounty.info/doing_business/main_db.htm

Please Note: Your pricing shall also be reflected on your invoice.

The hourly labor rates for this contract shall be:

Regular Hourly Rate: \$ 155.00 install & removal

Overtime Hourly Rate: \$ 232.50 install & removal

Freight: _____
(FOB Destination -- Show Freight as a separate line item) \$ N/A

Fixed Fees or Unit Prices: _____
(Attach Exhibit 1A, page 3 to define how your company charges for these services.)

*Materials / Parts Markup Percentage: _____
(The maximum bid allowance is 15 %) List %

*Subcontracted Work Markup Percentage: _____
(The maximum bid allowance is 15 %) N/A %

Travel Time \$90.00 per hour in 15 minute increments

** The maximum allowed percentage markup is 15%. When putting in your markup percentage, DO NOT use a multiplier. Any bids received that have a percentage markup above 15% and/or use a multiplier, are subject to disqualification, at the discretion of the District.*

Required Form - Exhibit 1A

(aka Exhibit B)

Consolidated Fire Protection District of Los Angeles County
Fire Fleet Maintenance and Repair Services

STATEMENT OF HOURLY RATES, COSTS, AND FIXED FEES

Business Name Vision Communications

Address 4501 E. Pacific Coast Hwy #100

City Long Beach State Ca Zip 90804

Contact Name Auty Moayeri

Phone # 562-494-1326 Fax # 562-494-1106

24 Hour Contact Auty Moayeri Toll Free # 800-778-2275

Business Days & Hours M-F 8am - 5pm

Contractor License #: 835423

Other License (if applicable): —

WEBVEN Vendor # (Required): 10942101

REGISTER AT:
http://lacounty.info/doing_business/main_db.htm

Please Note: Your pricing shall also be reflected on your invoice.

The hourly labor rates for this contract shall be:

Regular Hourly Rate: \$ 95.00

Overtime Hourly Rate: \$ 142.50

Freight: \$ FOB ORIGEN
(FOB Destination - Show Freight as a separate line item)

Fixed Fees or Unit Prices: (Attach Exhibit 1A, page 3 to define how your company charges for these services.)

*Materials / Parts Markup Percentage: 10%
(The maximum bid allowance is 15 %)

*Subcontracted Work Markup Percentage: 10%
(The maximum bid allowance is 15 %)

** The maximum allowed percentage markup is 15%. When putting in your markup percentage, DO NOT use a multiplier. Any bids received that have a percentage markup above 15% and/or use a multiplier, are subject to disqualification, at the discretion of the District.*

Purchase Order Contract

City of Glendale

Purchasing Department

1000 Wilshire Blvd

Glendale, CA 91201-1999

Phone: 818/548-2102

Vendor ID 206761
 562/494-1326
 VISION COMMUNICATIONS
 4501 E PACIFIC COAST HIGHWAY
 LONG BEACH, CA
 90804

PO/Contract ID	Date	Page
7000002704	5/1/2006	2

Buyer: Bakaei Afshin 818/548-2102

Contact: STEVE HRONEK
 Contact phone: 818/548-3957

1000 WILSHIRE STREET
 GLENDALE, CA

Bill to: [Redacted]
 91201-1999

Description

Description	Begin Date	End Date	Extended Amt
RADIO INSTALLATION, ON-SITE			40,000.00

RATES:

- FRONT MOUNT RADIO INSTALLATION: \$75.00
- FRONT MOUNT RADIO REMOVAL: \$35.00
- FRONT MOUNT RADIO PROGRAMMING (CITY-SUPPLIED CODEPLUG): \$20.00
- REMOTE MOUNT RADIO INSTALLATION: \$95.00
- REMOTE MOUNT RADIO REMOVAL: \$50.00
- REMOTE MOUNT RADIO PROGRAMMING (CITY-SUPPLIED CODEPLUG): \$20.00
- PORTABLE RADIO CHARGER INSTALLATION: \$75.00

B. HOURLY RATE FOR ADDITIONAL TECHNICAL SUPPORT WHICH MAY BE NECESSARY TO CONFIGURE NON-STANDARD INSTALLATIONS.

LABOR RATE: \$75.00/ HOUR

C. MINIMUM CHARGE FOR EACH VISIT

MINIMUM CHARGE: \$120.00

THE VENDOR SHALL MAINTAIN CURRENT, VALID, COMMERCIAL GENERAL LIABILITY, AUTO LIABILITY (IF REQUIRED), AND WORKERS COMPENSATION INSURANCE DOCUMENTS ON FILE IN THE CITY OF GLENDALE PURCHASING OFFICE DURING THE EFFECTIVE PERIOD OF THIS ORDER. THESE DOCUMENTS SHALL BE REVIEWED BY THE CITY ATTORNEY'S OFFICE BEFORE THEY ARE CONSIDERED VALID. FAILURE TO PROVIDE SUCH INSURANCE WHEN REQUESTED BY THE CITY SHALL CAUSE THE CITY TO STOP WORK IN PROGRESS AND WILL BE CAUSAL TO THE INSURANCE BEING BROUGHT INTO COMPLIANCE.

Vendor to include unit price, applicable taxes and shipping charges on invoice/ packing slips for each shipment. The printed terms and conditions appearing on the face and accompanying this purchase order constitute a part of this order.

Purchasing Administrator
Christopher P. Klein