



MEMORANDUM

TO: City Council

FROM: Steve Kahn, Interim Public Works Director

BY: Shannon Sweeney, City Engineer

SUBJECT: Consideration of Rejection of All Bids for the Arroyo Grande Police Department Camera System Project, PW 2023-10

DATE: August 8, 2023

SUMMARY OF ACTION:

Reject all Bids for the Arroyo Grande Police Department Camera System Project (Project) and direct staff to reissue a Request for Proposal (RFP) for design of this project that contains language needed to ensure consistency with the requirements of American Rescue Plan Act (ARPA) funding, fairness in proposal review, and clarification of project expectations.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

\$880,700 in FY 2023-24 of (American Rescue Plan Act) ARPA funds and \$119,300 in FY 2023-24 and \$125,000 in FY 2022-23 of Community Oriented Policing Services (COPS) funds, for a total of \$1,125,000., are allocated to this project.

The Project was originally funded with Local Sales Tax Fund and COPS dollars, however, on May 9, 2023, the City Council approved the use of ARPA funds for the Project. Several ARPA provisions need to be followed to ensure that these funds are spent appropriately. Those provisions were not included in the initial RFP.

Staff time would be impacted with the administration and coordination of the processes of compliance with ARPA requirements.

RECOMMENDATION:

Reject all Bids for the Arroyo Grande Police Department Camera System Project (Project) and direct staff to reissue a Request for Proposal for design of this project, and subsequently competitively bid the construction of the project.

BACKGROUND:

Approximately seven years ago, the Arroyo Grande Police Department initiated a public safety surveillance video system allowing police officers the ability to monitor and retain

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video footage from twenty-three (23) designated cameras strategically placed throughout the City. The current system is technologically obsolete, and cameras are not able to be maintained or replaced, nor is the system able to accommodate expansion of camera locations. The City and Police Department have developed a plan to revitalize the public safety camera system by entering into contract with a vendor who can remove, install, service new cameras at existing locations, as well as expand new strategic camera locations.

An RFP was issued in June 2022. Three bids were received prior to the bid opening deadline. The proposals received were difficult to compare because there was not a uniform cost format requirement in the RFP to include monthly maintenance costs and other costs such as electrical power to some new camera locations.

The currently proposed Public Safety Video Cameras project was originally funded with Local Sales Tax Fund and COPS dollars as a four-year phased project. Through the more recent evaluation of the 2022 RFP process, staff also determined that implementing this project at the same time rather than as a phased project is in the best interest of the City and will allow for a more robust/ all at the same time system implementation. At the May 9, 2023, meeting, City Council approved moving ARPA funds from stormwater Infrastructure projects to this project, due to shifting priorities and updated rules allowing ARPA funds to be used on projects of this nature.

ANALYSIS OF ISSUES:

A number of considerations support rejection of the bids received in response to the June 2022 RFP.

ARPA

ARPA funds have very specific requirements that need to be met. Failure to meet these requirements places these funds in jeopardy. The previous RFP did not contain any information regarding ARPA provisions because ARPA funds had not been allocated to this project at that time. The new RFP will reflect requirements associated with the use of these funds.

Proposal Review

Providing revised language in the RFP clearly stating the mechanism for reviewing proposals will help protect the City against potential protests or challenges following the City's selection of a contractor.

Project Expectations

Reissuing this RFP provides City staff the opportunity to more clearly define project expectations and scope, resulting in a more detailed and accurate proposals.

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ALTERNATIVES:

The following alternatives are provided for the Council's consideration:

1. Reject all Bids for the Arroyo Grande Police Department Camera System Project (Project) and direct staff to reissue a Request for Proposal for design of this project and subsequently competitively bid the construction of the project;
2. Do not reject bids (not rejecting existing bids may place funding in jeopardy and opens the City up to protests regarding the bid evaluation process); or
3. Provide other direction to staff.

ADVANTAGES:

Rejecting all previous bids allows the City to go out to bid for a project that will meet ARPA requirements, that will contain language facilitating review of the proposals received, and will more clearly state the City's needs for this project.

DISADVANTAGES:

Reissuing the RFP for design only and then competitively bidding for construction will take some additional time. Staff believes that taking these additional steps will help protect the City and its funding and will ultimately result in a more successful project.

ENVIRONMENTAL REVIEW:

The recommended action is not a CEQA project. CEQA evaluation will be performed upon award of the construction project.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.