

**A G E N D A**  
**REGULAR MEETING OF THE EXECUTIVE COMMITTEE AND USER COMMITTEE**  
**TUESDAY, SEPTEMBER 17, 2024, 2:00 PM**  
**SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY**  
**SECOND FLOOR CONFERENCE ROOM**  
**4440 W. BROADWAY, HAWTHORNE, CA**

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A. **CALL TO ORDER**

B. **ROLL CALL**

1. Executive Committee
2. User Committee

C. **PUBLIC DISCUSSION**

Members of the public will be given the opportunity to directly address the Executive Committee and User Committee on any matter within the subject matter jurisdiction of the Authority, including items on the agenda.

D. **EMPLOYEE RECOGNITION**

E. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

1. Check Register –July 2024  
**RECEIVE AND FILE**
2. Check Register –August 2024  
**RECEIVE AND FILE**
3. FY23-24 Q4 Budget Update  
**RECEIVE AND FILE**
4. Motorola Change Purchase Order in the Amount of \$100,000  
**APPROVE**
5. Setina Change Purchase Order in the Amount of \$250,000  
**APPROVE**
6. Havis Change Purchase Order in the Amount of \$250,000  
**APPROVE**
7. Whelen Change Purchase Order in the Amount of \$250,000  
**APPROVE**
8. CDW Change Purchase Order in the Amount of \$100,000  
**APPROVE**

F. **ITEMS REMOVED FROM THE CONSENT CALENDAR**

G. **GENERAL BUSINESS**

1. CAD Vendor Selection  
**PROVIDE DIRECTION ON SELECTING A CAD VENDOR AND DIRECT THE EXECUTIVE DIRECTOR TO DEVELOP AN AGREEMENT WITH THE SELECTED VENDOR**

H. **ELECTION OF THE USER COMMITTEE CHAIRPERSON AND VICE-CHAIRPERSON FOR FISCAL YEAR 2024-2025**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Executive Assistant at 310-973-1802 ext. 100. Notification 48 hours prior to the meeting will enable the JPA to make reasonable arrangements to ensure accessibility to this meeting [28CFR35. 102-35. 104 ADA Title II].

I. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes from June 2024  
**APPROVE**

J. **EXECUTIVE DIRECTOR'S REPORT**

- Authority Staffing Update  
**RECEIVE AND FILE**

K. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENTS**

L. **CLOSED SESSION**

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Pursuant to Government Code Section 54957(b)(1)  
Title: Acting Executive Director

M. **ADJOURNMENT**

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Posting Date/Time: September 12, 2024/12:00PM

Signature:



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John Krok, Acting Executive Director

E-1



## Check Register FY 2024-25

July 2024

<u>Accounts Payable Check Issued Date</u>	<u>Total Check Amount</u>	<u>Notes</u>
July 5, 2024	\$91,421.06	
July 12, 2024	\$169,804.65	
July 19, 2024	\$536,116.70	
July 26, 2024	<u>\$95,034.65</u>	
Accounts Payable Total	\$892,377.06	

### Payroll Checks Issued Date

July 12, 2024	\$155,520.50	
July 26, 2024	<u>\$143,182.57</u>	
Payroll Total	\$298,703.07	

Final Check List  
SOUTH BAY REGIONAL PCA

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
2150	7/5/2024	00012	CALIFORNIA WATER SERVICE	4675328235	6/18/2024	WATER SERV HQ/ 5/17/24-6/1	220.02	220.02
2151	7/5/2024	00070	GAS COMPANY, THE	059 194 8982 2	6/28/2024	GAS SERVICE HQ/ 5/30/2024-	1,426.92	1,426.92
2152	7/5/2024	00069	SOUTHERN CALIFORNIA EDI	700383926852	6/18/2024	ELEC SERV PUNTA/ 5/17/24 -	999.59	999.59
57972	7/5/2024	00225	COMMLINE INC	0029964	6/19/2024	PORTABLE RADIO FOR COM	23,895.00	
				458080	6/28/2024	PCT TOWER BATTERY REPL	8,300.00	32,195.00
57973	7/5/2024	01051	COMPASS GROUP USA INC, (SOC	193688	6/24/2024	EMPLOYEE COFFEE SERVIC	1,948.86	1,948.86
57974	7/5/2024	00449	DIGI-KEY ELECTRONICS	104043775	6/20/2024	DIGI-KEY ELECTRONICS BILI	440.05	440.05
57975	7/5/2024	00008	FEDERAL SIGNAL CORP	8640343	6/17/2024	FEDERAL SIGNAL CORP BILL	2,999.80	
				8644301	6/20/2024	FEDERAL SIGNAL CORP BILL	1,589.47	
				8647309	6/24/2024	FEDERAL SIGNAL CORP BILL	714.00	
				8640475	6/17/2024	FEDERAL SIGNAL CORP BILL	314.29	
				8638933	6/14/2024	FEDERAL SIGNAL CORP BILL	283.08	5,900.64
57976	7/5/2024	00027	HAVIS INC.	SIN265407	6/12/2024	HAVIS INC BILLABLE PARTS	54.65	54.65
57977	7/5/2024	00577	JESSICA RAMOS	3189	6/18/2024	VEHICLE MAINTENANCE & D	120.00	120.00
57978	7/5/2024	00824	SMART JANITORIAL, COMPLE	29056	5/1/2024	HQ MAINTENANCE - CLEANII	4,135.00	4,135.00
57979	7/5/2024	00593	TARTAN ASSOCIATES	TA-895-CA	5/10/2024	COMM CENTER CHAIR REPA	7,724.95	
				TA-886-CA	5/19/2024	COMM CENTER CHAIR REPA	3,582.50	
				TA-901-CA	6/13/2024	COMM CENTER CHAIR REPA	976.88	12,284.33
57980	7/5/2024	01080	THE TEC NETWORK	2532	6/27/2024	INTERNET NETWORK SWITC	2,295.55	2,295.55
57981	7/5/2024	00171	VERIZON WIRELESS	9967399373	6/23/2024	GPD DAC CHARGES/ 5/24/24-	1,915.51	
				9967339443	6/23/2024	DAC CHARGES HPD/ 5/24/24-	1,753.02	
				9967324306	6/23/2024	MODEM SVC. MBPD/ 5/24/24	929.57	
				9967324307	6/23/2024	MODEM SVC. MBPD/ 5/24/24-	78.02	4,676.12
57982	7/5/2024	01065	WAGeworks INC., HEALTHE	INV6697336	6/25/2024	WAGework ADMINISTRATION	92.00	92.00
57983	7/5/2024	00063	WHELEN ENGINEERING CO.,	516105	6/14/2024	WHELEN ENGINEERING CO I	1,305.36	
				514755	6/12/2024	WHELEN ENGINEERING CO I	980.34	2,285.70
<b>Sub total for BANK OF THE WEST:</b>								<b>69,074.43</b>

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Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
57967	7/5/2024	00017	CHEM PRO LABORATORY, IN\IN156181	7/1/2024	WATER TREATMENT SERVIC	96.05	96.05
57968	7/5/2024	00322	GEOSPATIAL TECHNOLOGIE\$18885	6/1/2024	SOFTWARE MAINTENANCE \$	13,173.00	13,173.00
57969	7/5/2024	00331	MITSUBISHI ELECTRIC INC 494656	7/1/2024	HQ MAINTENANCE - ELEVAT	805.30	805.30
57970	7/5/2024	01022	RACE COMMUNICATIONS RC1243942	7/1/2024	COMMUNICATION CONTRAC	1,198.50	1,198.50
57971	7/5/2024	00044	TYLER TECHNOLOGIES, INC. 045-468385	6/1/2024	TYLER EDEN SOFTWARE SU	7,073.78	7,073.78
<b>Sub total for BANK OF THE WEST:</b>							<b>22,346.63</b>

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20771	7/1/2024	00696	GUARDIAN	533654-07	6/21/2024	GUARDIAN - DENTAL, VISION	6,881.53	6,881.53
20772	7/12/2024	00058	CALPERS	10000001757610	6/14/2024	HEALTH PREMIUMS FOR JUL	67,988.79	67,988.79
20773	7/12/2024	00219	INTERNAL REVENUE SEF	Ben38565	7/12/2024	FEDERAL WITHHOLDING TAX	33,237.10	33,237.10
20774	7/12/2024	00223	EMPLOYMENT DEVELOPMENT	Ben38569	7/12/2024	STATE DISABILITY INSURANCE	13,494.25	13,494.25
20775	7/12/2024	00222	STATE DISBURSEMENT	Ben38573	7/12/2024	SUPPORT: PAYMENT	184.62	184.62
20776	7/12/2024	00058	CALPERS	Ben38567	7/12/2024	PERS RETIREMENT: PAYMENT	33,486.57	33,486.57
20777	7/12/2024	00221	MISSIONSQUARE RETIREMENT	Ben38563	7/12/2024	DEFERRED COMPENSATION	12,619.88	12,619.88
57984	7/12/2024	00217	CALIFORNIA TEAMSTERS	Ben38561	7/12/2024	UNION DUES TEAMSTERS: PAYMENT	991.50	991.50
57985	7/12/2024	00218	CWA LOCAL 9400	Ben38559	7/12/2024	UNION DUES CWA: PAYMENT	170.34	170.34
57986	7/12/2024	00996	WAGeworks INC., HEALTH	Ben38571	7/12/2024	HEALTH CARE FSA: PAYMENT	750.07	750.07
<b>Sub total for BANK OF THE WEST:</b>							<b>169,804.65</b>	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
2153	7/19/2024	00069	SOUTHERN CALIFORNIA 700440732476	7/15/2024	ELEC SERV/ 6/3/24 - 7/10/24	19,565.00	
			700610392752	7/5/2024	ELECT SERV GRANDVIEW/ 5	316.13	19,881.13
2154	7/19/2024	00073	STATE BOARD OF EQUAL 012-655960	7/19/2024	SALES & USE TAX PMT WITH	10,621.00	10,621.00
2155	7/19/2024	00621	FIRST BANKCARD				
		00504	DIGICERT, INC.	6/11/2024	SOFTWARE SERVICES	2,744.00	
		00141	POWERPHONE INC	5/31/2024	EMD COURSES & ANNUAL M	1,197.00	
		00467	LOWES BUSINESS	6/20/2024	GENERAL TECH SUPPLIES	1,154.32	
		01117	GOODY TECHNOLOGIES 2024-X3BU3JVT	6/18/2424	EMPLOYEE RECOGNITION S	664.06	
		00228	COSTCO MEMBERSHIP 1115372650	5/31/2024	EMPLOYEE WELLNESS PRO	543.45	
		01119	RS 2508188779	6/14/2024	PARTS - BILLING	497.20	
		00228	COSTCO MEMBERSHIP 417700006573	6/25/2024	EMPLOYEE WELLNESS PRO	459.26	
		00610	DIRECTV 065190124X240	6/5/2024	CABLE SERVICE	251.98	
		01117	GOODY TECHNOLOGIES 2024-PZ37LXZ7	6/26/2024	EMPLOYEE RECOGNITION S	196.08	
		01117	GOODY TECHNOLOGIES 2024-PTOJXRVz	6/14/2024	EMPLOYEE SERVICES	194.13	
		01117	GOODY TECHNOLOGIES 2024-9PVM980C	6/21/2024	EMPLOYEE RECOGNITION S	170.53	
		00915	GOLD GAS 74147217	5/31/2024	VAN - FUEL	150.00	
		00466	AMAZON MARKETPLACE 113-1208871-12	6/17/2024	GENERAL TECH SUPPLIES	126.40	
		00466	AMAZON MARKETPLACE 113-7567424-82	6/12/2024	GENERAL TECH SUPPLIES	109.14	
		00761	BOX INV11967233	6/26/2024	SOFTWARE SERVICES	90.00	
		00199	GOVT FINANCE OFFICER 802531	6/3/2024	GFOA TRAINING	85.00	
		01117	GOODY TECHNOLOGIES 2024-2ZYL2JGE	6/18/2024	EMPLOYEE RECOGNITION S	81.63	
		01117	GOODY TECHNOLOGIES 2024-YBT2BYEI	6/18/2024	EMPLOYEE RECOGNITION S	81.63	
		01047	GODADDY 3154448430	6/23/2024	WEBSITE HOSTING SUBSCR	79.98	
		01117	GOODY TECHNOLOGIES 2024-HNX7X8HI	6/12/2024	EMPLOYEE SERVICES	76.63	
		00714	DOOR DASH 061924	6/19/2024	EMPLOYEE SERVICES	48.49	
		01046	PELTON 060124	6/1/2024	EMPLOYEE SERVICES	44.00	
		01117	GOODY TECHNOLOGIES 2024-TZTFH3LJ	6/17/2024	EMPLOYEE SERVICES	1,232.56	
		00466	AMAZON MARKETPLACE 113-8835950-64	6/12/2024	GENERAL TECH SUPPLIES	36.75	
		00466	AMAZON MARKETPLACE 113-4659835-33	6/17/2024	GENERAL TECH SUPPLIES	36.67	
		00854	MANHATTAN POSTAL CEI 3743133	5/31/2024	RECRUITMENT	32.50	
		00854	MANHATTAN POSTAL CEI 374717	6/11/2024	RECRUITMENT	32.50	
		01117	GOODY TECHNOLOGIES 2024-AJBGOA3i	6/7/2024	EMPLOYEE SERVICES	24.20	
		00826	LA TIMES 061724	6/17/2024	LA TIMES MONTHLY SUBSCF	15.96	
		00466	AMAZON MARKETPLACE 114-5094458-52	6/11/2024	OFFICE SUPPLIES	13.09	



Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
		01112	CRICUT INC.	070224	6/26/2024	CRICUT SUBSCRIPTION	11.01	10,480.15
57987	7/19/2024	00297	AT&T, ATT CALNET	000021996730	7/13/2024	PHONE SERV 6/13/24-7/12/24	3,039.22	
				000021950687	7/3/2024	PHONE SERVICE 6/03/24-7/02	511.48	
				000022000865	7/13/2024	PHONE SERV 6/13/24-7/12/24	244.12	
				000022003928	7/13/2024	PHONE SERV 6/13/24-7/12/24	176.20	3,971.02
57988	7/19/2024	00426	DELL MARKETING LP	10758827987	7/8/2024	VP GATE SERVERS REPLACI	23,103.82	23,103.82
57989	7/19/2024	01069	DOCUMENT CONSULTING	137500	7/1/2024	COLOR COPIER FOR PRINTII	277.55	277.55
57990	7/19/2024	00785	EXPERIAN	63632	6/30/2024	CREDIT CHCEK	32.72	32.72
57991	7/19/2024	00008	FEDERAL SIGNAL CORP	8650056	6/26/2024	FEDERAL SIGNAL CORP BILL	2,385.00	2,385.00
57992	7/19/2024	01105	GOVCONNECTION, INC.	75414047	6/18/2024	SPAM/SECURITY SOFTWARE	6,774.30	6,774.30
57993	7/19/2024	00442	LAWSON PRODUCTS, INC	9311578960	5/30/2024	LAWSON PRODUCTS BILLAB	1,272.39	
				9311560040	5/22/2024	LAWSON PRODUCTS BILLAB	299.88	
				9311534227	5/13/2024	LAWSON PRODUCTS BILLAB	240.32	
				9311582881	5/31/2024	LAWSON PRODUCTS BILLAB	59.60	
				9311578961	5/30/2024	LAWSON PRODUCTS BILLAB	30.70	1,902.89
57994	7/19/2024	00087	LIEBERT CASSIDY & WHI	262222	2/29/2024	FY 23-24 LEGAL SERVICES	1,510.50	
				261890	2/29/2024	FY 23-24 LEGAL SERVICES	87.00	
				266412	4/30/2024	FY 23-24 LEGAL SERVICES	43.50	1,641.00
57995	7/19/2024	01005	ORKIN PEST CONTROL	262114724	6/7/2024	HQ MAINTENANCE - PEST C	100.99	
				262114725	6/7/2024	HQ MAINTENANCE - PEST C	73.99	174.98
57996	7/19/2024	01097	PULSEPOINT FOUNDATIO	12564	5/21/2024	PULSEPOINT RESPOND IMPI	10,500.00	10,500.00
57997	7/19/2024	00818	RICHARDS,WATSON & GI	248511	6/30/2024	FY 23-34 GENERAL COUNSEI	4,575.80	4,575.80
57998	7/19/2024	00171	VERIZON WIRELESS	9966936212	6/18/2024	CELL PH. CHGS: 5/19/24-6/18,	319.74	319.74
57999	7/19/2024	01028	WESTIN AUTOMOTIVE PI	2154274	4/26/2024	WESTIN AUTOMATIVE BILLAI	12,158.03	
				2161115	6/30/2024	WESTIN AUTOMATIVE BILLAI	1,322.68	13,480.71
<b>Sub total for BANK OF THE WEST:</b>							110,121.81	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
2166	7/19/2024	00651	FRONTIER 209-188-0077-04	7/1/2024	PHONE SERVICE 7/1/24 - 7/31	337.87	337.87
2167	7/19/2024	00012	CALIFORNIA WATER SER 5550731926	7/2/2024	FIRE PROTECTION SERVICE	104.45	104.45
2168	7/17/2024	00836	ALLIANT INSURANCE SEI 2701001	6/14/2024	FY24-25 INSURANCE POLICE	2,091.46	2,091.46
2169	7/16/2024	00836	ALLIANT INSURANCE SEI 2701154	6/14/2024	FY24-25 INSURANCE POLICE	38,692.50	38,692.50
2170	7/17/2024	00836	ALLIANT INSURANCE SEI 2707310	6/19/2024	FY24-25 INSURANCE POLICE	1,924.00	1,924.00
2171	7/16/2024	00836	ALLIANT INSURANCE SEI 2711717	6/24/2024	FY24-25 INSURANCE POLICE	370.00	370.00
2172	7/17/2024	00836	ALLIANT INSURANCE SEI 2715773	6/26/2024	FY24-25 INSURANCE POLICE	5,867.85	5,867.85
2173	7/16/2024	00836	ALLIANT INSURANCE SEI 2735174	7/5/2024	FY24-25 INSURANCE POLICE	32,679.17	32,679.17
2174	7/16/2024	00836	ALLIANT INSURANCE SEI 2735180	7/5/2024	FY24-25 INSURANCE POLICE	21,851.46	21,851.46
2175	7/16/2024	00836	ALLIANT INSURANCE SEI 2735183	7/5/2024	FY24-25 INSURANCE POLICE	33,986.46	33,986.46
2176	7/16/2024	00836	ALLIANT INSURANCE SEI 2735184	7/5/2024	FY24-25 INSURANCE POLICE	34,275.55	34,275.55
2177	7/16/2024	00836	ALLIANT INSURANCE SEI 2736724	7/8/2024	FY24-25 INSURANCE POLICE	48,257.29	48,257.29
2178	7/17/2024	00836	ALLIANT INSURANCE SEI 10155668	6/6/2024	FY24-25 INSURANCE POLICE	30,794.28	30,794.28
58000	7/19/2024	00810	& ASSOCIATES, MAX PAF 9975	7/10/2024	WEBSITE MAINTENANCE SE	20.00	20.00
58001	7/19/2024	00064	AT&T, ATT PAYMENT CEN 960 461-1623 55	7/1/2024	PHONE SERVICE 7/01/2024-7	2,432.63	2,432.63
58002	7/19/2024	00936	BERKSHIRE HATHAWAY I 900349	7/10/2024	FY24-25 WORKERS COMPEN	110,691.00	110,691.00
58003	7/19/2024	00747	BIDDLE CONSULTING GR 78400	5/13/2024	CRITICALL 911 ANNUAL SUBS	4,810.00	4,810.00
58004	7/19/2024	00225	COMMLINE INC 0458304-IN	6/26/2024	ANNUAL SOFTWARE SUPPO	15,000.00	15,000.00
58005	7/19/2024	00101	CORDOVA, TONY 071924	7/19/2024	RETIREE MED PREM/AUG 20	593.00	593.00
58006	7/19/2024	00081	COSTON, SHANDER 071924	7/19/2024	RETIREE MED PREM/AUG 20	343.00	343.00
58007	7/19/2024	00879	CROWN CASTLE 1607241	7/1/2024	REDUNDANT INTERNET SER	1,100.00	1,100.00
58008	7/19/2024	00103	DIVINITY, TANJI 071924	7/19/2024	RETIREE MED PREM/AUG 20	593.00	593.00
58009	7/19/2024	01048	ERIC JASON ARROYO 3439	7/3/2024	RECRUITMENT - BACKGROU	1,500.00	1,500.00
58010	7/19/2024	00106	FARLEY, SANDRA 071924	7/19/2024	RETIREE MED PREM/AUG 20	343.00	343.00
58011	7/19/2024	00008	FEDERAL SIGNAL CORP 8654354	7/1/2024	FEDERAL SIGNAL CORP BILL	541.68	541.68
58012	7/19/2024	00651	FRONTIER 7002Z664-S-241	7/5/2024	PHONE SERV 7/05/24-8/04/24	1,069.58	
			7002Z665-S-241	7/5/2024	PHONE SERV 7/05/24-8/04/24	735.18	1,804.76
58013	7/19/2024	00577	JESSICA RAMOS 3209	7/11/2024	VEHICLE MAINTENANCE & D	120.00	120.00
58014	7/19/2024	00442	LAWSON PRODUCTS, INC 9311681814	7/11/2024	LAWSON PRODUCTS INC BIL	447.89	447.89
58015	7/19/2024	00087	LIEBERT CASSIDY & WHI SO070-10000	7/1/2024	LCW ERC MEMBERSHIP	4,815.00	4,815.00
58016	7/19/2024	00113	MARTIN, LISA 071924	7/19/2024	RETIREE MED PREM/AUG 20	343.00	343.00
58017	7/19/2024	01005	ORKIN PEST CONTROL 263515329	7/8/2024	HQ MAINTENANCE - PEST C	73.99	73.99
58018	7/19/2024	00121	PINELA, ELIZABETH 071924	7/19/2024	RETIREE MED PREM/AUG 20	593.00	593.00
58019	7/19/2024	00994	PRISM 25400825	7/12/2024	FY24-25 CYBER LIABILITY IN	12,943.00	12,943.00

Bank : bow BANK OF THE WEST (Continued)

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>	
58020	7/19/2024	00060	RIVERA, JOSE	071924	7/19/2024	RETIREE MED PREM/AUG 20	747.95	747.95
58021	7/19/2024	00969	RUSS BASSETT COPR	93368	6/20/2024	REPLACEMENT OF DISPATCH	1,015.10	1,015.10
58022	7/19/2024	00824	SMART JANITORIAL, COM	29694	7/1/2024	HQ MAINTENANCE - CLEANI	4,685.00	4,685.00
58023	7/19/2024	00034	STEVENS, GARY	071924	7/19/2024	RETIREE MED PREM/AUG 20	593.00	593.00
58024	7/19/2024	00345	STOMMEL INC.	SI105979	7/10/2024	LEHR AUTO BILLABLE PARTS	8,531.22	8,531.22
58025	7/19/2024	01118	YOSHIDA, MELINDA	071624	7/16/2024	REFUND FOR JULY 2024 DEN	82.33	82.33
<b>Sub total for BANK OF THE WEST:</b>							<b>425,994.89</b>	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
20778	7/26/2024	00219	INTERNAL REVENUE SEF Ben38699	7/26/2024	FEDERAL WITHHOLDING TAX	32,119.90	32,119.90
20779	7/26/2024	00223	EMPLOYMENT DEVELOPMENT BENEFITS Ben38703	7/26/2024	STATE DISABILITY INSURANCE	13,298.20	13,298.20
20780	7/26/2024	00222	STATE DISBURSEMENT L BENEFITS Ben38707	7/26/2024	SUPPORT: PAYMENT	184.62	184.62
20781	7/26/2024	00058	CALPERS Ben38701	7/26/2024	PERS RETIREMENT: PAYMENT	33,212.01	33,212.01
20782	7/26/2024	00221	MISSIONSQUARE RETIREMENT BENEFITS Ben38697	7/26/2024	DEFERRED COMPENSATION	12,320.99	12,320.99
58026	7/26/2024	00002	AFLAC Ben38691	7/26/2024	AFLAC INSURANCE: PAYMENT	1,962.52	1,962.52
58027	7/26/2024	00217	CALIFORNIA TEAMSTERS BENEFITS Ben38695	7/26/2024	UNION DUES TEAMSTERS: PAYMENT	1,016.00	1,016.00
58028	7/26/2024	00218	CWA LOCAL 9400 Ben38693	7/26/2024	UNION DUES CWA: PAYMENT	170.34	170.34
58029	7/26/2024	00996	WAGeworks INC., HEALTH BENEFITS Ben38705	7/26/2024	HEALTH CARE FSA: PAYMENT	750.07	750.07
<b>Sub total for BANK OF THE WEST:</b>							<b>95,034.65</b>

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## Check Register FY 2024-25

August 2024

<u>Accounts Payable Check Issued Date</u>	<u>Total Check Amount</u>	<u>Notes</u>
August 2, 2024	\$965,709.67	
August 9, 2024	\$160,061.46	
August 16, 2024	\$306,350.02	
August 23, 2024	\$95,503.38	
August 30, 2024	<u>\$9,199.80</u>	
Accounts Payable Total	\$1,536,824.33	
<u>Payroll Checks Issued Date</u>		
August 9, 2024	\$152,610.94	
August 23, 2024	<u>\$158,895.23</u>	
Payroll Total	\$311,506.17	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
2156	8/2/2024	00069	SOUTHERN CALIFORNIA 700383926852	7/19/2024	ELEC SERV PUNTA/ 6/18/24 -	1,255.49	1,255.49
58030	8/2/2024	00427	DION & SONS, INC 832272	7/18/2024	UN 1202 OR NA 1993 COMBU	13,445.31	13,445.31
58031	8/2/2024	00008	FEDERAL SIGNAL CORP 8648676	6/25/2024	FEDERAL SIGNAL CORP BILL	628.58	628.58
58032	8/2/2024	00181	GARDENA, CITY OF 007508	6/29/2024	FY23-24 911 PHONE LINE SEI	3,702.18	3,702.18
58033	8/2/2024	00087	LIEBERT CASSIDY & WHI 271099	6/30/2024	FY 23-24 LEGAL SERVICES	1,497.00	1,497.00
58034	8/2/2024	00047	MOTOROLA SOLUTIONS, 1162400036	4/23/2024	MOTOROLA SOLUTIONS INC	440.00	440.00
58035	8/2/2024	01044	ON POWER INDUSTRIES 1510	7/20/2024	FUEL REMOVAL FOR GENER	14,690.00	14,690.00
58036	8/2/2024	00824	SMART JANITORIAL, COM 29352	6/1/2024	HQ MAINTENANCE - CLEANII	4,135.00	4,135.00
58037	8/2/2024	00063	WHELEN ENGINEERING I 523391	6/27/2024	WHELEN ENGINEERING CO I	1,561.80	1,561.80
<b>Sub total for BANK OF THE WEST:</b>							<b>41,355.36</b>

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
2179	8/2/2024	00012	CALIFORNIA WATER SER 4675328235	7/19/2024	WATER SERV HQ/ 6/18/24-7/1	213.94	213.94	
2180	7/29/2024	00058	CALPERS	1000000175906	7/1/2024	FY24-25 PERS UAL - PLAN 12	738,727.00	
				1000000175906	7/1/2024	FY24-25 PERS UAL - PLAN 26	6,939.00	
				1000000175906	7/1/2024	FY24-25 PERS UAL-PLAN 200	4,300.00	749,966.00
58038	8/2/2024	00017	CHEM PRO LABORATORY IN160044	8/1/2024	WATER TREATMENT SERVIC	96.05	96.05	
58039	8/2/2024	01085	CITY OF CULVER CITY Ref000038735	7/30/2024	Refund receipt #: 001890	157,952.49	157,952.49	
58040	8/2/2024	00225	COMMLINE INC 0462521-IN	7/29/2024	COMMLINE INC BILLABLE PA	615.00	615.00	
58041	8/2/2024	00407	COSCO FIRE PROTECTIC 1000678916	7/26/2024	ANNUAL MAINTENANCE - FIF	5,220.00	5,220.00	
58042	8/2/2024	00008	FEDERAL SIGNAL CORP 8662696	7/11/2024	FEDERAL SIGNAL CORP BILL	1,323.94	1,323.94	
58043	8/2/2024	00027	HAVIS INC. SIN270006	7/19/2024	HAVIS INC BILLABLE PARTS	2,039.32	2,039.32	
58044	8/2/2024	00442	LAWSON PRODUCTS, INC 9311723070	7/29/2024	LAWSON PRODUCTS INC BIL	396.16		
				9311669292	7/5/2024	LAWSON PRODUCTS INC BIL	27.34	
				9311692262	7/16/2024	LAWSON PRODUCTS INC BIL	24.84	448.34
58045	8/2/2024	01022	RACE COMMUNICATIONS RC1273791	8/1/2024	COMMUNICATION CONTRAC	1,198.50	1,198.50	
58046	8/2/2024	00144	SAXE-CLIFFORD PHD, SU PHD24-0718-4	7/18/2024	PRE-EMPLOYMENT PSYCHO	400.00	400.00	
58047	8/2/2024	01014	STANCIL CORPORATION 12139	7/26/2024	ANNUAL LICENSE & MAINTEN	2,933.00	2,933.00	
58048	8/2/2024	00345	STOMMEL INC. SI106635	7/24/2024	LEHR AUTO BILLABLE PARTS	1,026.64	1,026.64	
58049	8/2/2024	00171	VERIZON WIRELESS 9969367411	7/18/2024	CELL PH. CHGS: 6/19/24-7/18,	319.79	319.79	
58050	8/2/2024	00063	WHELEN ENGINEERING 534570	7/19/2024	WHELEN ENGINEERING CO I	601.30	601.30	
<b>Sub total for BANK OF THE WEST:</b>							<b>924,354.31</b>	



Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20783	8/9/2024	00696	GUARDIAN	533654-08	7/22/2024	GUARDIAN - DENTAL, VISION	7,011.24	7,011.24
20784	8/9/2024	00058	CALPERS	1000000176135	7/15/2024	HEALTH PREMIUMS FOR AU	61,299.78	61,299.78
20785	8/9/2024	00219	INTERNAL REVENUE SEF	Ben38750	8/9/2024	FEDERAL WITHHOLDING TA	32,324.73	32,324.73
20786	8/9/2024	00223	EMPLOYMENT DEVEL DE	Ben38754	8/9/2024	STATE DISABILITY INSURAN	13,241.58	13,241.58
20787	8/9/2024	00222	STATE DISBURSEMENT L	Ben38758	8/9/2024	SUPPORT: PAYMENT	184.62	184.62
20788	8/9/2024	00058	CALPERS	Ben38752	8/9/2024	PERS RETIREMENT: PAYMEN	32,013.67	32,013.67
20789	8/9/2024	00221	MISSIONSQUARE RETIRE	Ben38748	8/9/2024	DEFERRED COMPENSATION	12,049.43	12,049.43
58052	8/9/2024	00217	CALIFORNIA TEAMSTERS	Ben38746	8/9/2024	UNION DUES TEAMSTERS: P	1,016.00	1,016.00
58053	8/9/2024	00218	CWA LOCAL 9400	Ben38744	8/9/2024	UNION DUES CWA: PAYMEN	170.34	170.34
58054	8/9/2024	00996	WAGeworks INC., HEAL	Ben38756	8/9/2024	HEALTH CARE FSA: PAYMEN	750.07	750.07
<b>Sub total for BANK OF THE WEST:</b>							<b>160,061.46</b>	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
58055	8/16/2024	00014	CDW GOVERNMENT, INC	RW46344	6/19/2024	CDW-G BILLABLE PARTS	32,226.63	
				RX29693	6/20/2024	CDW-G BILLABLE PARTS	6,952.06	
				RX29682	6/20/2024	CDW-G BILLABLE PARTS	3,251.76	
				RW45749	6/19/2024	CDW-G BILLABLE PARTS	2,543.99	44,974.44
58056	8/16/2024	00439	CIT COM, INC.	2024-11	7/1/2024	CAD SYSTEM CONSULTANT	12,980.00	12,980.00
58057	8/16/2024	00225	COMMLINE INC	0452551-IN	5/14/2024	COMMLINE INC BILLABLE PA	26,968.90	
				0452793-IN	5/17/2024	COMMLINE INC BILLABLE PA	4,250.00	
				0460743-IN	7/10/2024	COMMLINE INC BILLABLE PA	665.00	31,883.90
58058	8/16/2024	00818	RICHARDS,WATSON & GI	248951	7/29/2024	FY 23-34 GENERAL COUNSEI	3,397.60	3,397.60
58059	8/16/2024	00803	SPARKLETTS	18193479 08022	8/2/2024	HQ MAINTENACE - WATER F	491.30	491.30
58060	8/16/2024	00067	XCEL MECHANICAL SYST	3663	6/14/2024	FY 23-24 HQ MAINTENANCE	1,968.00	1,968.00
<b>Sub total for BANK OF THE WEST:</b>								<b>95,695.24</b>

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
2181	8/16/2024	00012	CALIFORNIA WATER SER 5550731926	7/31/2024	FIRE PROTECTION SERVICE	104.45	104.45
2182	8/16/2024	00070	GAS COMPANY, THE 059 194 8982 2	8/1/2024	GAS SERVICE HQ/ 6/28/2024-	1,336.23	1,336.23
2183	8/16/2024	00069	SOUTHERN CALIFORNIA 700440732476	8/13/2024	ELEC SERV 7/2/24 - 8/8/24	18,471.93	
			700610392752	8/5/2024	ELECT SERV GRANDVIEW/ 7	326.88	18,798.81
2184	8/16/2024	00073	STATE BOARD OF EQUAL 012-655960	8/16/2024	SALES & USE TAX 2024 Q3 PI	384.00	384.00
2185	8/16/2024	00651	FRONTIER 209-188-0077-04	8/1/2024	PHONE SERVICE 8/1/24 - 8/3'	337.87	337.87
2186	8/16/2024	00031	EMPLOYMENT DEVELOP L0537950032	7/30/2024	UNEMPLOYMENT INS / APR-	6,048.00	6,048.00
2187	8/16/2024	00621	FIRST BANKCARD				
		01120	PROGRESSIVE COMMER 983333297	7/1/2024	FY24-25 AUTO INSURANCE F	4,364.64	
		00228	COSTCO MEMBERSHIP 1121294368	6/29/2024	CONFERENCE ROOM MONIT	3,864.74	
		00981	SAM'S CLUB 10194068637	7/25/2024	EMPLOYEE WELLNESS PRO	670.69	
		00228	COSTCO MEMBERSHIP 1121468303	6/28/2024	JANITORIAL SUPPLIES	536.83	
		00470	SUPERIOR PLASTIC FABI 094813	6/27/2024	PARTS - BILLING	479.59	
		01117	GOODY TECHNOLOGIES 2024-CZL5QON	7/17/2024	EMPLOYEE RECOGNITION P	459.90	
		00466	AMAZON MARKETPLACE 113-8587066-66	7/14/2024	GENERAL TECH SUPPLIES	395.77	
		01117	GOODY TECHNOLOGIES 2024-ZSQFBL85	7/10/2024	EMPLOYEE RECOGNITION P	392.46	
		00199	GOVT FINANCE OFFICER 806980	7/23/2024	GFOA TRAINING	350.00	
		00014	CDW GOVERNMENT, INC SB65275	6/27/2024	EQUIPMENT	328.25	
		00199	GOVT FINANCE OFFICER 806981	7/23/2024	GFOA TRAINING	315.00	
		00466	AMAZON MARKETPLACE 112-2616784-64	7/16/2024	ADMIN SUPPLIES	297.14	
		00610	DIRECTV 065190124X240	7/5/2024	CABLE SERVICE	251.98	
		01036	CLOUDFLARE INC. IN-4313662	6/28/2024	SOFTWARE SERVICES	250.00	
		01036	CLOUDFLARE INC. IN-5936690	7/28/2024	SOFTWARE SERVICES	250.00	
		00485	MONOPRICE, INC. 24240383	7/29/2024	PARTS - BILLING	221.06	
		00014	CDW GOVERNMENT, INC SC68137	7/1/2024	EQUIPMENT	183.21	
		00052	PARADISE AWARDS 36519	7/8/2024	EMPLOYEE SERVICES - SER	175.30	
		00035	HOME DEPOT CREDIT SE 0620 00055 286	6/27/2024	GENERAL TECH SUPPLIES	173.68	
		01117	GOODY TECHNOLOGIES 2024-FNE9H8KF	6/28/2024	EMPLOYEE RECOGNITION P	173.48	
		00052	PARADISE AWARDS 36625	7/8/2024	EMPLOYEE SERVICES - SER	164.27	
		00466	AMAZON MARKETPLACE D01-3794714-56	7/27/2024	AMAZON PRIME MEMBERSH	153.25	
		00014	CDW GOVERNMENT, INC SF93595	7/10/2024	EQUIPMENT	141.51	
		00199	GOVT FINANCE OFFICER 806982	7/23/2024	GFOA TRAINING	135.00	
		00915	GOLD GAS 74165386	7/16/2024	VEHICLE OPERATIONS - GAS	104.54	
		01121	TATAS CAFE 1039	7/23/2024	EMPLOYEE LUNCHEON MEE	91.63	

Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
		00761	BOX	INV12040060	7/26/2024	SOFTWARE SERVICES	90.00
		01047	GODADDY	3205442907	7/23/2024	MONTHLY WEBSITE HOSTIN	85.98
		00574	MUTUAL PROPANE	61518	7/29/2024	GERNEAL TECH SUPPLIES	82.95
		01025	1-800-FLOWERS.COM	W010059098252	7/4/2024	EMPLOYEE SERVICES	69.59
		00466	AMAZON MARKETPLACE	113-4350039-87	7/17/2024	PARTS - BILLING	68.70
		00466	AMAZON MARKETPLACE	112-8297891-83	7/16/2024	ADMIN SUPPLIES	49.63
		01117	GOODY TECHNOLOGIES	2024-SVKC6NR	7/3/2024	EMPLOYEE RECOGNITION P	45.27
		01046	PELTON	070124	7/1/2024	EMPLOYEE SERVICES	44.00
		00981	SAM'S CLUB	10194356957	7/25/2024	MEMBERSHIP	35.74
		00826	LA TIMES	080624	7/15/2024	LA TIMES MONTHLY SUBSCF	15.96
		01112	CRICUT INC.	080124	7/26/2024	CRICUT SUBSCRIPTION	11.01
		00714	DOOR DASH	063024	6/30/2024	REIMBURSABLE CC CHARGE	9.99
		00467	LOWES BUSINESS	682754326	7/15/2024	GENERAL TECH SUPPLIES	7.43
58061	8/16/2024	00810	& ASSOCIATES, MAX PAF	10009	8/10/2024	WEBSITE MAINTENANCE SE	250.00
58062	8/16/2024	00297	AT&T, ATT CALNET	000022144511	8/13/2024	PHONE SERV 7/13/24-8/12/24	3,139.50
				000022093179	8/3/2024	PHONE SERVICE 7/03/24-8/02	511.48
				000022151709	8/13/2024	PHONE SERV 7/13/24-8/12/24	289.35
				000022148646	8/13/2024	PHONE SERV 7/13/24-8/12/24	246.68
58063	8/16/2024	00064	AT&T, ATT PAYMENT CEN	960 461-1623 55	8/1/2024	PHONE SERVICE 8/01/2024-8	2,464.13
58064	8/16/2024	00225	COMMLINE INC	0462545-IN	7/29/2024	ANNUAL SOFTWARE SUPPO	15,000.00
58065	8/16/2024	00101	CORDOVA, TONY	081624	8/16/2024	RETIREE MED PREM/SEPT 2	593.00
58066	8/16/2024	00407	COSCO FIRE PROTECTIC	1000680191	8/5/2024	ANNUAL MAINTENANCE - FIF	3,800.00
				1000680012	8/1/2024	ANNUAL MAINTENANCE - FIF	900.00
58067	8/16/2024	00081	COSTON, SHANDER	081624	8/16/2024	RETIREE MED PREM/SEPT 2	343.00
58068	8/16/2024	00879	CROWN CASTLE	1623446	8/1/2024	REDUNDANT INTERNET SER	1,100.00
58069	8/16/2024	00731	D & R ELECTRONICS	IN250019288	7/31/2024	D&R ELECTRONICS BILLABL	6,026.80
58070	8/16/2024	00426	DELL MARKETING LP	10764699242	8/7/2024	MICROSOFT 360 YEARLY SU	24,808.32
58071	8/16/2024	00103	DIVINITY, TANJI	081624	8/16/2024	RETIREE MED PREM/SEPT 2	593.00
58072	8/16/2024	01048	ERIC JASON ARROYO	3465	8/1/2024	RECRUITMENT - BACKGROU	1,500.00
				3482	8/12/2024	RECRUITMENT - BACKGROU	1,500.00
58073	8/16/2024	00785	EXPERIAN	64432	7/28/2024	CREDIT CHCEK	30.00
58074	8/16/2024	00106	FARLEY, SANDRA	081624	8/16/2024	RETIREE MED PREM/SEPT 2	343.00
58075	8/16/2024	00651	FRONTIER	7002Z664-S-242	8/5/2024	PHONE SERV 8/05/24-9/04/24	992.39
				7002Z665-S-241	8/5/2024	PHONE SERV 8/05/24-9/04/24	682.12
58076	8/16/2024	01117	GOODY TECHNOLOGIES	9687	8/7/2024	EMPLOYEE RECOGNITION P	2,500.00

Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
58077	8/16/2024	00027	HAVIS INC. SIN270795	7/25/2024	HAVIS INC BILLABLE PARTS	32,273.39	32,273.39
58078	8/16/2024	01106	JOSE CONSTANTINO VAL INV1206	8/5/2024	MONTHLY LANDSCAPING SE	450.00	450.00
58079	8/16/2024	00799	LA UNIFORMS & TAILORII 22664	7/18/2024	UNIFORM SETS - OPS & TEC	236.71	
			22749	7/25/2024	UNIFORM SETS - OPS & TEC	236.71	473.42
58080	8/16/2024	00113	MARTIN, LISA 081624	8/16/2024	RETIREE MED PREM/SEPT 20	343.00	343.00
58081	8/16/2024	00331	MITSUBISHI ELECTRIC IN 498016	8/1/2024	HQ MAINTENANCE - ELEVATO	805.30	805.30
58082	8/16/2024	00047	MOTOROLA SOLUTIONS, 8281927813	7/3/2024	MOTOROLA SOLUTIONS INC	50,422.64	50,422.64
58083	8/16/2024	00819	OCCUPATIONAL HEALTH 83773810	7/10/2024	RECRUITMENT - PRE-EMPLC	424.00	424.00
58084	8/16/2024	01044	ON POWER INDUSTRIES 1515	8/1/2024	HQ MAINTENANCE	2,675.00	2,675.00
58085	8/16/2024	00804	PETTY CASH, SBRPCA 081624P	8/16/2024	PETTY CASH REIMBURSEME	220.08	220.08
58086	8/16/2024	00121	PINELA, ELIZABETH 081624	8/16/2024	RETIREE MED PREM/SEPT 20	593.00	593.00
58087	8/16/2024	00060	RIVERA, JOSE 081624	8/16/2024	RETIREE MED PREM/SEPT 20	747.95	747.95
58088	8/16/2024	00969	RUSS BASSETT COPR 93443	6/28/2024	REPLACEMENT OF DISPATCI	295.00	295.00
58089	8/16/2024	00144	SAXE-CLIFFORD PHD, SL 24-0805-6	8/5/2024	PRE-EMPLOYMENT PSYCHO	400.00	
			24-0808-7	8/8/2024	PRE-EMPLOYMENT PSYCHO	400.00	800.00
58090	8/16/2024	00824	SMART JANITORIAL, COM 30090	8/1/2024	HQ MAINTENANCE - CLEANII	5,430.55	5,430.55
58091	8/16/2024	00803	SPARKLETTS 18193479 08022	8/2/2024	WATER FILTRATION SYSTEM	107.98	107.98
58092	8/16/2024	00034	STEVENS, GARY 081624	8/16/2024	RETIREE MED PREM/SEPT 20	593.00	593.00
58093	8/16/2024	00171	VERIZON WIRELESS 9969827190	7/23/2024	GPD DAC CHARGES/ 6/24/24-	1,915.09	
			9969766993	7/23/2024	DAC CHARGES HPD/ 6/24/24-	1,753.06	
			9969751850	7/23/2024	MODEM SVC. MBPD/ 6/24/24-	78.02	3,746.17
58094	8/16/2024	01065	WAGeworks INC., HEAI INV6801264	7/24/2024	FSA EXPENSE	92.00	92.00
<b>Sub total for BANK OF THE WEST:</b>							<b>210,654.78</b>

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
20790	8/23/2024	00219	INTERNAL REVENUE SEF Ben38880	8/23/2024	FEDERAL WITHHOLDING TAX	33,758.33	33,758.33
20791	8/23/2024	00223	EMPLOYMENT DEVELOPMENT BENEFITS Ben38884	8/23/2024	STATE DISABILITY INSURANCE	13,439.05	13,439.05
20792	8/23/2024	00222	STATE DISBURSEMENT L BENEFITS Ben38888	8/23/2024	SUPPORT: PAYMENT	184.62	184.62
20793	8/23/2024	00058	CALPERS Ben38882	8/23/2024	PERS RETIREMENT: PAYMENT	31,861.99	31,861.99
20794	8/23/2024	00221	MISSIONSQUARE RETIREMENT BENEFITS Ben38878	8/23/2024	DEFERRED COMPENSATION	12,360.46	12,360.46
58095	8/23/2024	00002	AFLAC Ben38872	8/23/2024	AFLAC INSURANCE: PAYMENT	1,962.52	1,962.52
58096	8/23/2024	00217	CALIFORNIA TEAMSTERS BENEFITS Ben38876	8/23/2024	UNION DUES TEAMSTERS: PAYMENT	1,016.00	1,016.00
58097	8/23/2024	00218	CWA LOCAL 9400 Ben38874	8/23/2024	UNION DUES CWA: PAYMENT	170.34	170.34
58098	8/23/2024	00996	WAGeworks INC., HEALTH BENEFITS Ben38886	8/23/2024	HEALTH CARE FSA: PAYMENT	750.07	750.07
<b>Sub total for BANK OF THE WEST:</b>							<b>95,503.38</b>

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Bank : bow BANK OF THE WEST

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
58099	8/30/2024	01122	SUREFIRE CYBER INC 3475	7/31/2024	CYBER LIABILITY RETENTIOI	5,000.00	5,000.00
58100	8/30/2024	01069	DOCUMENT CONSULTING 137390	6/1/2024	COLOR COPIER FOR PRINTII	349.80	349.80
58101	8/30/2024	00822	MATRIX CONSULTING GF 805-23	6/30/2024	DEVELOPMENT OF CIP POLI	3,850.00	3,850.00
<b>Sub total for BANK OF THE WEST:</b>							<b>9,199.80</b>

E-3





# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** September 17, 2024

**ITEM NUMBER:** E-3

**TO:** Executive Committee

**FROM:** John Krok, Acting Executive Director  
Vanessa Alfaro, Finance & Performance Audit Manager

**SUBJECT:** FISCAL YEAR 2023-2024 BUDGET PERFORMANCE REPORT – Q4

**ATTACHMENTS:** 1. Revenue Status Report  
2. Expenditure Status Report

### **RECOMMENDATION**

Staff recommends that the Executive Committee receive and file the Fiscal Year 2023-2024 Budget Performance Report for the period July 1, 2023 through June 30, 2024.

### **DISCUSSION**

Staff has analyzed the Authority's financial activities through June 30, 2024. The Authority received 100% in assessment revenues from its member cities and contract cities (Attachment #1) in accordance with the FY23-24 budget adopted by the Board of Directors in March 2023 and subsequent revised assessments and assessment schedule adopted in July 2023. Revenues as of June 30, 2024 total \$14,947,807 or 105% of projected revenues for FY24.

As it relates to expenses (Attachment #2), a total of \$12,147,013 has been expended from the Enterprise Fund, which represents 88.8% of the budget through the end of the fiscal year.

Expenses for salary and benefits accounted for 88.8% of their budgeted amounts, across all departments. Expenses for supplies, services and equipment accounted for 88.9% of their budgeted amounts, across all departments. Expenses for capital improvement projects accounted for 87.7% of the CIP budget.

Notable expenses include the CalPERS unfunded actuarial liability (UAL) lump sum payment of \$612,406 for fiscal year 2023-24, the CalPERS Additional Discretionary Payment (ADP) of \$202,556 towards the Authority's UAL, a Section 115 trust contribution of \$179,652 towards the Authority's Other Postemployment Benefits (OPEB) liability, and

the Authority's liability and workers' compensation insurance premiums totaling approximately \$357,744.

The Authority will work with its auditors in the upcoming months to complete the fiscal year-end closing process and develop the audited financial statements, expected to be available by January. This work is likely to result in final fiscal year-end adjustments that will affect the year-end balance.

Below is a summary of expenses by category and department for all funds:

Department	Adjusted Appropriation	Year-to-date Expenses	Percent Used	Year-to-date Encumbrances	Balance	Percent Used (w/ encumbrances)
<b>SALARY &amp; BENEFITS</b>						
Administration	\$ 1,371,961	\$ 1,282,539	93.5%	\$ -	\$ 89,422	93.5%
Operations	8,178,845	7,226,568	88.4%	-	952,277	88.4%
Technical Services	789,430	677,031	85.8%	-	112,399	85.8%
<b>Salary &amp; Benefits Total</b>	<b>\$ 10,340,236</b>	<b>\$ 9,186,137</b>	<b>88.8%</b>	<b>\$ -</b>	<b>\$1,154,099</b>	<b>88.8%</b>
<b>SUPPLIES, SERVICES &amp; EQUIPMENT</b>						
Administration	\$ 1,313,963	\$ 1,047,810	79.7%	\$ -	\$ 266,153	79.7%
Operations	376,532	249,450	66.2%	-	127,082	66.2%
Technical Services	1,288,199	1,351,671	104.9%	-	(63,472)	104.9%
<b>Total</b>	<b>\$ 2,978,693</b>	<b>\$ 2,648,930</b>	<b>88.9%</b>	<b>\$ -</b>	<b>\$ 329,763</b>	<b>88.9%</b>
<b>CAPITAL IMPROV. PROJECTS</b>	<b>\$ 355,605</b>	<b>\$ 311,946</b>	<b>87.7%</b>	<b>\$ -</b>	<b>\$ 43,659</b>	<b>87.7%</b>
<b>ENTERPRISE FUND TOTAL</b>	<b>\$ 13,674,534</b>	<b>\$ 12,147,013</b>	<b>88.8%</b>	<b>\$ -</b>	<b>\$1,527,520</b>	<b>88.8%</b>

### **FISCAL IMPACT**

Total revenues of \$14,947,807 exceeded expenses of \$12,147,013 by \$2.8 million, or approximately \$2.1 million more than the projected surplus for FY24, mainly due to about \$1 million in savings from unanticipated vacancies and over \$750,000 more in revenues than projected.

E-4



# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** September 17, 2024

**ITEM NUMBER:** E-4

**TO:** Executive Committee

**FROM:** John Krok, Acting Executive Director

**SUBJECT:** APPROVE A CHANGE PURCHASE ORDER IN THE AMOUNT OF \$100,000 TO MOTOROLA SOLUTIONS INCORPORATED FOR SUPPLIES AND SERVICES

**ATTACHMENT:** None

### **RECOMMENDATION**

Staff recommends that the Executive Committee approve a change purchase order in the amount of \$100,000 to Motorola Solutions Incorporated for supplies and services.

### **BACKGROUND**

The Executive Committee approved a blanket purchase order (“BPO”) to Motorola Solutions Incorporated (“Motorola”) in the amount of \$30,000 on June 18, 2024. On August 13, 2024, the Executive Committee authorized a change purchase order in the amount of \$60,000. Due to a surge in vehicle outfitting requests and a significant increase in the cost of parts, FY24-25 year-end expenditures associated with purchases from this vendor are now anticipated to total closer to \$190,000 and approval of the Executive Committee for this change purchase order is required, per Resolution 352 adopted on September 29, 2022.

### **DISCUSSION**

The Authority routinely orders mobile and portable radios, microphones, chargers and other related accessories from Motorola for the installation work performed by the Technical Services Division. The proposed BPO provides staff with the ability to order supplies and equipment in a timely and efficient manner, cutting down on both lead and build time. Motorola provides the Authority a 10%-20% discount depending on the item. These discounts are passed along to member and contract cities alike.

## **FISCAL IMPACT**

Purchases for parts and equipment for vehicle work requested are billed and reimbursed directly from the requesting city. In order to facilitate the work, a budget line item exists in the Fiscal Year 2024/25 Adopted Budget for such reimbursable parts. While in aggregate, current authorized blanket purchase orders to all vendors for billable parts exceed the budgeted line item, staff anticipates that encumbered funds for some vendors may not be fully utilized. Staff will evaluate the need for any additional budget appropriation needed from the Enterprise fund by mid-year and present it to the Board of Directors for approval.

**E-5**



# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** September 17, 2024

**ITEM NUMBER:** E-5

**TO:** Executive Committee

**FROM:** John Krok, Acting Executive Director

**SUBJECT:** APPROVE A CHANGE PURCHASE ORDER IN THE AMOUNT OF \$250,000 TO SETINA MANUFACTURING CORPORATION FOR SUPPLIES AND SERVICES

**ATTACHMENT:** None

### **RECOMMENDATION**

Staff recommends that the Executive Committee approve a change purchase order in the amount of \$250,000 to Setina Manufacturing Corporation for supplies and services.

### **BACKGROUND**

The Executive Committee approved a blanket purchase order (“BPO”) to Setina Manufacturing Corporation (“Setina”) in the amount of \$50,000 on June 18, 2024. Due to a surge in vehicle outfitting requests and a significant increase in the cost of parts, FY24-25 year-end expenditures associated with purchases from this vendor are anticipated to total closer to \$300,000 and approval of the Executive Committee for this change purchase order is required, per Resolution 352 adopted on September 29, 2022.

### **DISCUSSION**

Setina provides equipment for outfitting both the exterior and interior of law enforcement vehicles. Typical items purchased by the Authority from this vendor include push bumpers, fender guards, prisoner transport equipment, mounting equipment, firearms securing systems, and a large variety of modular cargo storage systems designed to meet the needs of specific vehicle configurations. The Authority is an authorized reseller for Setina and receives a 30% discount off the list price on all items. These discounts are passed along to member and contract cities alike.

### **FISCAL IMPACT**

Purchases for parts and equipment for vehicle work requested are billed and reimbursed directly from the requesting city. In order to facilitate the work, a budget line item exists in

the Fiscal Year 2024/25 Adopted Budget for such reimbursable parts. While in aggregate, current authorized blanket purchase orders to all vendors for billable parts exceed the budgeted line item, staff anticipates that encumbered funds for some vendors may not be fully utilized. Staff will evaluate the need for any additional budget appropriation needed from the Enterprise fund by mid-year and present it to the Board of Directors for approval.



**E-6**



# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** September 17, 2024

**ITEM NUMBER:** E-6

**TO:** Executive Committee

**FROM:** John Krok, Acting Executive Director

**SUBJECT:** APPROVE A CHANGE PURCHASE ORDER IN THE AMOUNT OF \$250,000 TO HAVIS INCORPORATED FOR SUPPLIES AND SERVICES

**ATTACHMENT:** None

### **RECOMMENDATION**

Staff recommends that the Executive Committee approve a change purchase order in the amount of \$250,000 to Havis Incorporated for supplies and services.

### **BACKGROUND**

The Executive Committee approved a blanket purchase order (“BPO”) to Havis Incorporated (“Havis”) in the amount of \$100,000 on June 18, 2024. Due to a surge in vehicle outfitting requests and a significant increase in the cost of parts, FY24-25 year-end expenditures associated with purchases from this vendor are anticipated to total closer to \$350,000 and approval of the Executive Committee for this change purchase order is required, per Resolution 352 adopted on September 29, 2022.

### **DISCUSSION**

Havis is a manufacturer of mobile workspace solutions for public safety and public works vehicles. Their products include laptops, tablets, docking stations, cradles, prisoner transport accessories, and K9 transportation equipment. Havis provides a wide variety of safe, secure, and up-to-date mobile mounting solutions, which are used for outfitting the Authority’s member and contract agencies’ public safety vehicles. The Authority is an authorized reseller for Havis, Inc. and receives a 37% discount off all Havis parts. These discounts are passed along to member and contract cities alike.

### **FISCAL IMPACT**

Purchases for parts and equipment for vehicle work requested are billed and reimbursed directly from the requesting city. In order to facilitate the work, a budget line item exists in

the Fiscal Year 2024/25 Adopted Budget for such reimbursable parts. While in aggregate, current authorized blanket purchase orders to all vendors for billable parts exceed the budgeted line item, staff anticipates that encumbered funds for some vendors may not be fully utilized. Staff will evaluate the need for any additional budget appropriation needed from the Enterprise fund by mid-year and present it to the Board of Directors for approval.

**E-7**



# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** September 17, 2024

**ITEM NUMBER:** E-7

**TO:** Executive Committee

**FROM:** John Krok, Acting Executive Director

**SUBJECT:** APPROVE A CHANGE PURCHASE ORDER IN THE AMOUNT OF \$250,000 TO WHELEN ENGINEERING COMPANY FOR SUPPLIES AND SERVICES

**ATTACHMENT:** None

### **RECOMMENDATION**

Staff recommends that the Executive Committee approve a change purchase order in the amount of \$250,000 to Whelen Engineering Company for supplies and services.

### **BACKGROUND**

The Executive Committee approved a blanket purchase order (“BPO”) to Whelen Engineering Company (“Whelen”) in the amount of \$90,000 on June 18, 2024. Due to a surge in vehicle outfitting requests and a significant increase in the cost of parts, FY24-25 year-end expenditures associated with purchases from this vendor are anticipated to total closer to \$340,000 and approval of the Executive Committee for this change purchase order is required, per Resolution 352 adopted on September 29, 2022.

### **DISCUSSION**

Whelen is an industry leader in the manufacturing of emergency lighting and siren equipment. Whelen is one of two vendors used by the Authority as its source for this type of equipment, which is used for outfitting its member and contract agencies’ public safety vehicles. The vendor provides lighting and siren equipment that meets or exceeds both state and federal laws. The Authority is an authorized reseller for Whelen and receives a 40% discount off all of Whelen parts. These discounts are passed along to member and contract cities alike.

### **FISCAL IMPACT**

Purchases for parts and equipment for vehicle work requested are billed and reimbursed directly from the requesting city. In order to facilitate the work, a budget line item exists in

the Fiscal Year 2024/25 Adopted Budget for such reimbursable parts. While in aggregate, current authorized blanket purchase orders to all vendors for billable parts exceed the budgeted line item, staff anticipates that encumbered funds for some vendors may not be fully utilized. Staff will evaluate the need for any additional budget appropriation needed from the Enterprise fund by mid-year and present it to the Board of Directors for approval.

**E-8**



# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** September 17, 2024

**ITEM NUMBER:** E-8

**TO:** Executive Committee

**FROM:** John Krok, Acting Executive Director

**SUBJECT:** APPROVE A CHANGE PURCHASE ORDER IN THE AMOUNT OF \$100,000 TO CDW GOVERNMENT CORPORATION FOR SUPPLIES AND SERVICES

**ATTACHMENT:** None

### **RECOMMENDATION**

Staff recommends that the Executive Committee approve a change purchase order in the amount of \$100,000 to CDW Government Corporation for supplies and services.

### **BACKGROUND**

The Executive Committee approved a blanket purchase order (“BPO”) to CDW Corporation (“CDW”) in the amount of \$90,000 on June 18, 2024. Due to a surge in vehicle outfitting requests and a significant increase in the cost of parts, FY24-25 year-end expenditures associated with purchases from this vendor are anticipated to total closer to \$190,000 and approval of the Executive Committee for this change purchase order is required, per Resolution 352 adopted on September 29, 2022.

### **DISCUSSION**

CDW was founded in 1984 and remains a leader in providing technology products and services for business, government and education. The company has a secondary division known as CDW-G, devoted solely to United States government entities, including Local, State and the Federal government. The Authority routinely orders computers, modems, cables and other related accessories from CDW-G for the installation work performed by the Technical Services Division.

### **FISCAL IMPACT**

Purchases for parts and equipment for vehicle work requested are billed and reimbursed directly from the requesting city. In order to facilitate the work, a budget line item exists in the Fiscal Year 2024/25 Adopted Budget for such reimbursable parts. While in aggregate,



current authorized blanket purchase orders to all vendors for billable parts exceed the budgeted line item, staff anticipates that encumbered funds for some vendors may not be fully utilized. Staff will evaluate the need for any additional budget appropriation needed from the Enterprise fund by mid-year and present it to the Board of Directors for approval.

**G-1**



# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** September 17, 2024

**ITEM NUMBER:** G-1

**TO:** Executive Committee & User Committee

**FROM:** John Krok, Acting Executive Director

**SUBJECT:** Computer-Aided Dispatch Software Vendor Selection

**ATTACHMENTS:** 1. Apparent Finalist Vendor Identification Report  
2. SBRPCA CAD Vendor Selection Presentation

### **RECOMMENDATION**

Staff recommends that the Executive Committee provide direction on the selection of a vendor for replacement of the Authority's Computer-Aided Dispatch (CAD) software and direct the Executive Director to develop an agreement with the selected vendor.

### **DISCUSSION**

In June 2014, the Executive Committee and User Committee began discussions on the Authority's need to purchase a new CAD system. On February 14, 2017, an agreement was approved with Mark43, on behalf of the Authority's member and contract cities, for the purchase, development, and support of a new CAD. On September 19, 2023, a termination for convenience agreement was executed with Mark43 and the Executive Committee directed the Authority to move forward with the procurement of a new CAD system.

Bill Romesburg from Cit-Com, was chosen as the Authority's CAD consultant for the project and on October 17, 2023, released a Request for Qualifications (RFQ.) On November 20, 2023, four (4) CAD vendors submitted their responses to the Authority; CentralSquare, Hexagon, Tyler, and Versaterm. All four (4) vendors met the Authority's CAD system requirements. On January 18, 2024, the Request for Proposal (RFP) was released to the qualified vendors with a six-week response period, and on February 29, 2024, the Authority received four (4) vendor proposals.

CentralSquare and Versaterm were identified as semi-finalists based on the highest scores and invited to provide product demonstrations to Authority Staff and member and contract cities. Scores were updated upon completion of the demonstrations and site visits. Versaterm received the highest overall score and as a result, both the CAD

consultant and Authority staff recommend this vendor for the Authority's CAD software.

If directed by the Executive Committee to move forward with this vendor, Authority staff is prepared to assume contract negotiations and project management responsibilities.

**FISCAL IMPACT**

None at this time. If the Authority ultimately contracts with the vendor for the development and implementation of the CAD system, the costs associated with this project would total an estimated \$1.5 million upon implementation. Additionally, there is an annual subscription fee of approximately \$600,00 which would be budgeted for in the Authority's fiscal year 25/2026 budget. Sufficient undesignated funds are available in the Enterprise Fund for CAD implementation costs.

G-1

Attachment 1

# Apparent Finalist Vendor Recommendation

South Bay Regional Public Communications Authority  
CAD Replacement Initiative

September 17, 2024

Author: Cit Com

# Apparent Finalist Vendor Recommendation

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REQUEST FOR QUALIFICATIONS (RFQ) .....	1
REQUEST FOR PROPOSALS (RFP) DEVELOPMENT .....	1
PROCUREMENT PERIOD .....	1
PROPOSAL ANALYSIS .....	2
1.    PROJECT APPROACH (29.5%).....	2
2.    ABILITY TO PERFORM (30.5%).....	2
3.    FUNCTIONAL CAPABILITIES (30%).....	3
4.    COST PROPOSAL (10%).....	4
PROPOSAL RANKING .....	5
PRODUCT DEMONSTRATIONS .....	6
VIRTUAL SITE VISITS .....	6
FINAL PROPOSAL RANKING .....	7

This document presents a summary of the planning and procurement actions undertaken by the South Bay Regional Public Communications Authority [(SBRPCA), also referred to as “RCC”, “SouthBay”, and the “Authority”], in acquiring a new police and fire computer aided dispatch (CAD) system. As a result of these actions, the Authority’s scoring evaluators have identified a recommended apparent finalist vendor.

### **Request for Qualifications (RFQ)** Sep 2023 - Oct 2023

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The consultant prepared the request for qualifications for a replacement police and fire CAD. The RFQ was released on October 17, 2023, to all public safety software vendors. On November 20, 2023, four vendors submitted responses (CentralSquare, Hexagon, Tyler, and Versaterm). All four vendors met the Authority’s qualification metrics.

### **Request for Proposals (RFP) Development** Oct 2023 - Dec 2023

---

The consultant prepared the baseline technical and functional requirements which were distributed to the Authority’s project team representatives who reviewed, modified, and supplemented them. In total, 1,212 technical and functional requirements were developed and included in the RFP.

In addition to the requirements, the RFP also requested information from vendors in the following categories: Hardware, Software, Network Design, Cloud vs. On Site Capabilities, Global Technical and Security Requirements, Data Conversion, Training, Documentation, Warranty, Support and Maintenance, Exceptions to the Authority’s Preferred Terms and Conditions, General Industry Experience, Experience with Comparable Projects, Specific References, Interface Experience, Implementation Methodology, Proposed Staff, Proposed Timeline, and Pricing.

### **Procurement Period** Jan 2024 - Mar 2024

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The RFP was released to the four qualified vendors on January 18, 2024, with a six-week response period. The Authority provided responses to 15 questions submitted by competing vendors. On February 29, 2024, all four vendors submitted proposals.



The Authority received proposals from the following four vendors: **CentralSquare, Hexagon, Tyler, and Versaterm**. Using the evaluation and selection methodology defined in the RFP, the project team reviewed and scored the proposals using the following categories:

## 1. Project Approach (29.5%)

### Category Criteria

---

The following evaluation criteria were included in the Authority’s assessment of the vendor’s project approach:

- Level of integration between products.
- Level of proposed implementation assistance.
- Number of hours and extent of user training.
- Proposed hardware.
- Proposed maintenance and warranty support.
- Quality and extent of the documentation.
- Implementation schedule and conversion plans.
- Completeness of the proposal.
- Adherence to the Authority’s RFP requirements.

### Category Scoring

---

The Authority’s evaluation and selection team assigned the following scores for the vendor’s **project approach**:

	Points Scoring	Category Scoring
Versaterm	27	91%
Hexagon	25	84%
CentralSquare	24	83%
Tyler	23	79%

## 2. Ability to Perform (30.5%)

### Category Criteria

---

The following elements were included in the Authority’s evaluation of the vendor’s ability to perform:

- Availability and ability to demonstrate the proposed software applications.
- Willingness and ability to negotiate a contract.

- Financial stability and resources.
- Experience and technical expertise of staff.
- Quality and depth of references.

### Category Scoring

The Authority's evaluation and selection team assigned the following scores for the vendor's **ability to perform**:

	Points Scoring	Category Scoring
Versaterm	26	84%
CentralSquare	24	79%
Hexagon	22	74%
Tyler	22	73%

## 3. Functional Capabilities (30%)

### Category Criteria

The Authority required vendors to describe how their proposed solution could fulfill each of the 1,212 requirements, using one of six response options, which carried the following point-values: Existing Feature = 5 points, Configuration Option = 4 points, Future Feature = 3 points, Third Party = 2 points, Customization = 1 point, and Not Available = 0 points.

### Category Scoring

Points were totaled and adjusted for the category's maximum value (30%).

	Points Scoring	Category Scoring
Versaterm	28	94%
Tyler	27	91%
CentralSquare	27	90%
Hexagon	25	85%

## 4. Cost Proposal (10%)

### Category Criteria

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The vendor's pricing was scored using the Authority's "ratio method", wherein the proposal with the lowest cost received the maximum category value. All other proposals received a percentage of the category value based on their cost relationship to the lowest price. Expressed as a formula:

$$\text{Lowest Price} / \text{Evaluated Price} \times \text{Maximum Points Available} = \text{Awarded Points}$$

### Category Scoring

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The lowest cost proposal was \$2.8M, submitted by Tyler. Each of the other three proposal costs were divided by \$2.8M to identify their individual point and category scoring, as follows:

	Proposed Cost	Points Scoring	Category Scoring
Tyler	\$2.8M	10	100%
CentralSquare	\$3.4M	8	84%
Versaterm	\$3.9M	7	72%
Hexagon	\$8.3M	3	34%

## Proposal Ranking Mar 2024

---

At the conclusion of the proposal analysis, the vendor’s category scores were totaled, and calibrated as percentages, resulting in the following ranking:

	<b>Overall Ranking</b>	<b>Project Approach</b>	<b>Ability to Perform</b>	<b>Functional Capabilities</b>	<b>Proposed Cost</b>
<b>Versaterm</b>	<b>1</b> (88%)	<b>91%</b>	<b>84%</b>	<b>94%</b>	<b>72%</b> (\$3.9M)
<b>CentralSquare</b>	<b>2</b> (84%)	<b>83%</b>	<b>79%</b>	<b>90%</b>	<b>84%</b> (\$3.4M)
Tyler	3 (83%)	79%	73%	91%	100% (\$2.8M)
Hexagon	4 (76%)	84%	74%	85%	34% (\$8.4M)

The two highest scoring vendors, **CentralSquare**, and **Versaterm** were identified as semi-finalists, and invited to provide product demonstrations.

## **Product Demonstrations** Apr 2024 – May 2024

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The Authority’s project team participated in detailed onsite product demonstrations with both vendors, adhering to the following agenda topics (as defined by the Authority):

### **Qualifications, Approach and Product Demonstrations**

Introductions, Corporate Overview, Global Suite Demonstration, PD/FD CAD Product Demonstration

CentralSquare: April 1

Versaterm: April 24

### **Dedicated Police/Fire Mobile Demonstrations**

CentralSquare: April 1

Versaterm: May 7-8

### **Fire CAD Functionality**

Both vendors participated in remote demonstrations focused on creating and maintaining Fire CAD response plans (using both run cards and closest-unit/AVL features).

CentralSquare: May 17

Versaterm: May 16

## **Virtual Site Visits** Jun 2024

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The project team conducted in-depth remote panelist-style interviews with other communications agencies that had implemented the vendor’s proposed CAD. The team conducted 90-minute interviews with representatives from the following comparable communications authorities:

### **CentralSquare**

- Jefferson County Communications Center Authority (JeffCom911): June 12, 2024

### **Versaterm**

- Salt Lake Valley Emergency Communications Center (VECC): June 4, 2024

## **Onsite Visit** Jun 2024

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While the Authority is familiar with CentralSquare (as the current vendor), the project team wanted to observe Versaterm’s Police and Fire CAD in a live environment. An onsite visit with Santa Monica Police and Fire Communications was held on June 5, 2024.

## Final Proposal Ranking Jun 2024

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At the conclusion of the demonstrations and virtual site visits, the project team updated their initial scoring (from March) as follows:

- **CentralSquare:** Ability to Perform score **improved** from 79% to 81%. Overall score remained **unchanged** at 84%.
- **Versaterm:** Ability to Perform score **improved** from 84% to 91%. Overall score **improved** from 88% to 90%.

As a result, the final proposal ranking was revealed:

	Overall Ranking	Total Score	Project Approach	Ability to Perform	Functional Capabilities	Proposed Cost
<b>Versaterm</b>	<b>1</b>	<b>90%</b>	<b>91%</b>	<b>91%</b>	<b>94%</b>	<b>72%</b> (\$3.9M)
CentralSquare	2	84%	83%	81%	90%	84% (\$3.4M)

The scoring evaluators recommend **Versaterm** as the apparent finalist vendor.

G-1

Attachment 2

# SBRPCA CAD VENDOR RECOMMENDATION

September 17, 2024





# PROCUREMENT SUMMARY

OCT  
2023

- **REQUEST FOR QUALIFICATIONS (RFQ) ISSUED**
  - PROVEN POLICE/FIRE CAD IMPLEMENTATIONS
  - MULTIDISCIPLINE/MULTIJURISDICTIONAL EXPERIENCE

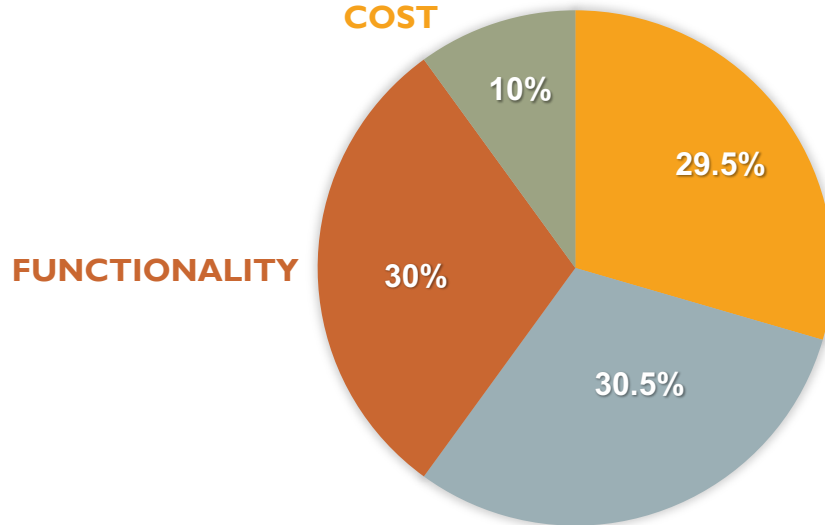
JAN  
2024

- **REQUEST FOR PROPOSALS (RFP) ISSUED**
  - CENTRALSQUARE, HEXAGON, TYLER, VERSATERM

FEB  
2024

- **PROPOSALS SUBMITTED**
  - CENTRALSQUARE
  - HEXAGON
  - TYLER
  - VERSATERM

# PROPOSAL EVALUATION CRITERIA



## PROJECT APPROACH

- Level of integration between products. (3%)
- Implementation schedule and conversion plans. (2%)
- Level of proposed implementation assistance. (4%)
- Number of hours and extent of user training. (4%)
- Proposed hardware capability and warranty. (2%)
- Post installation support and product maintenance. (12.5%)
- Completeness of the proposal. (.5%)
- Adherence to the Authority's RFP requirements. (.5%)
- Quality and extent of the documentation. (1%)

## ABILITY TO PERFORM

- Ability to demonstrate the proposed software applications. (10%)
- Willingness and ability to negotiate a contract. (7.5%)
- Financial stability and resources. (3%)
- Experience and technical expertise of staff. (5%)
- Quality and depth of references. (5%)

# INITIAL PROPOSAL SCORING

	<b>Overall Ranking</b>	<b>Project Approach</b>	<b>Ability to Perform</b>	<b>Functional Capabilities</b>	<b>Proposed Cost</b>
<b>Versaterm</b>	<b>1</b> (88%)	<b>91%</b>	<b>84%</b>	<b>94%</b>	<b>72%</b> (\$3.9M)
<b>CentralSquare</b>	<b>2</b> (84%)	<b>83%</b>	<b>79%</b>	<b>90%</b>	<b>84%</b> (\$3.4M)
Tyler	3 (83%)	79%	73%	91%	100% (\$2.8M)
Hexagon	4 (76%)	84%	74%	85%	34% (\$8.4M)

# PROCUREMENT SUMMARY

APR/MAY  
2024

- **SEMI-FINALIST VENDOR DEMONSTRATIONS**

- CENTRALSQUARE
  - Qualifications/Approach/Functionality – Apr 1
  - Police and Fire Mobile – Apr 2
  - Dedicated Fire CAD Functionality – May 17
- VERSATERM
  - Qualifications/Approach/Functionality – Apr 24
  - Police and Fire Mobile – May 7, 8
  - Dedicated Fire CAD Functionality – May 16

# PROCUREMENT SUMMARY

**JUN**  
**2024**

- **VIRTUAL SITE VISITS**

- CENTRALSQUARE

- Jefferson County Communications Authority (CO) – Jun 12

- VERSATERM

- Salt Lake City PD/FD, Valley Communications – Jun 4

- **ONSITE VISIT**

- VERSATERM

- Santa Monica Police and Fire Communications – Jun 5

# FINAL PROPOSAL SCORING

	<b>Overall Ranking</b>	<b>Total Score</b>	<b>Project Approach</b>	<b>Ability to Perform</b>	<b>Functional Capabilities</b>	<b>Proposed Cost</b>
<b>Versaterm</b>	<b>1</b>	<b>90%</b>	<b>91%</b>	<b>91%</b>	<b>94%</b>	<b>72%</b> (\$3.9M)
CentralSquare	2	84%	83%	81%	90%	84% (\$3.4M)

# RECOMMENDATION

- UNANIMOUS FINALIST VENDOR RECOMMENDATION
  - **VERSATERM**

I-1



**MINUTES OF THE REGULAR JOINT MEETING  
OF THE EXECUTIVE COMMITTEE AND THE  
USER COMMITTEE**

**JUNE 18, 2024**

**A. CALL TO ORDER**

The Executive Committee and the User Committee convened in a regular joint session at 2:06PM on Tuesday, June 18, 2024, in the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

**B. ROLL CALL**

Present: City Manager Clint Osorio, City of Gardena  
City Manager Bruce Moe, City of Manhattan Beach  
City Manager Vontray Norris, City of Hawthorne  
Chief Mike Saffell, Gardena Police Department  
Chief Gary Tomatani, Hawthorne Police Department  
Chief Rachel Johnson, Manhattan Beach Police Department

Absent: Chief Mike Lang, Manhattan Beach Fire Department

Also Present: Interim Executive Director John Krok  
Operations Manager Shannon Kauffman  
Finance Manager Vanessa Alfaro  
Executive Assistant Cristina Manley  
Jennifer Petrusis, General Counsel, RWG Law  
Communications Operator Brianna Wells

**C. PUBLIC DISCUSSION**

Markus Petrusis shared his appreciation to all the personnel in the South Bay for their service.

**D. EMPLOYEE RECOGNITION**

Interim Director Krok recognized Communications Operator Brianna Wells for her 5 years of service with the Authority.

**1. ADDITION TO THE AGENDA:**

Approve a \$50,000.00 Change Order to Federal Signal Corporation for Supplies and Equipment  
**APPROVE**

Interim Executive Director Krok raised a matter involving an outstanding invoice in excess of \$40,000 - Federal Signal (outfit public safety vehicles), that came to his attention after the agenda for the meeting had been posted. Pursuant to Government Code section 54954.2(b)(2), the Executive Committee determined through a unanimous vote that there was an immediate need to take action.

**MOTION:** City manager Moe moved to approve \$50,000 change order to Federal Signal. The motion was seconded by City Manager Osorio and passed by a vote 3-0.

**E. EXECUTIVE COMMITTEE CONSENT CALENDAR**

1. Minutes from May 21, 2024

**APPROVE**

2. Check Register – May 2024

**RECEIVE AND FILE**

3. Schedule of Fees and Charges for Fiscal Year 2024/25

**RECOMMEND THAT THE BOARD OF DIRECTORS ADOPT A RESOLUTION ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR FISCAL YEAR 2024/25**

4. Approve FY2024/25 Blanket Purchase Orders for Supplies and in Services in a Total Amount Not-To-Exceed \$1,513,912

**APPROVE**

**MOTION:** City Manager Moe moved to approve the Executive Committee Consent Calendar items 1-4. The motion was seconded by City Manager Osorio and passed by a vote of 3-0.

F. **ITEMS REMOVED FROM THE CONSENT CALENDAR**

None.

G. **GENERAL BUSINESS**

1. Capital Improvements Program Framework and Proposed CIP, and Proposed Debt Policy

**PROVIDE DIRECTION**

1. **Establishment of a Budgetary Policy:**

- **Current Proposal:** Interim Executive Director Krok proposed incorporating a section on Capital Improvement Planning into the Authority's Budgetary Policy. This aims to ensure adequate resources for capital assets and stabilize future assessment increases.
- **Consultant Recommendations:** The Matrix Consulting Group was hired to develop a capital improvement policy. Their recommendations include:
  - Criteria for capital asset purchases to be included in the Capital Improvement Plan (CIP).
  - Funding principles for CIP purchases.
  - Guidelines for prioritizing these purchases.
- **Next Steps:** An amendment to the Budgetary Policy will be drafted to cover major improvements and capital purchases. This amendment will be presented to the Board of Directors (BOD) for approval in July.
- **City Manager Feedback:**
  - **City Manager Moe:** Expressed concerns over the proposed threshold of \$25,000 for capital asset purchases, suggesting it be increased to avoid delays. Noted that Manhattan Beach's threshold is \$75,000.
  - **Finance Manager Alfaro:** Explained that Matrix Consulting Group reviewed policies from member cities, and the proposed threshold is lower due to the Authority's size.
  - **City Manager Osorio:** Suggested reviewing past CIP expenditures to better estimate an appropriate threshold. Also inquired about the capitalization threshold for accounting, which is currently \$5,000 and may be updated.
  - **Action:** Interim Director Krok will consider modifying the dollar amount as suggested and incorporate feedback into the policy amendment.

2. **Initial Five-Year Capital Improvement Plan:**

- **Initial Appropriation:** An initial appropriation of \$595,000 from the Enterprise Fund balance is proposed.
- **Assessment and Recommendations:**
  - A report from CSG Consultants assessed the Authority's headquarters and facilities, identifying needed repairs and replacements.
  - The first year of the CIP includes \$595,000 for capital purchases such as radio communication networks, equipment, and facilities.

- The full five-year plan includes:
    - \$800,000 for radios
    - \$800,400 for information technology
    - \$865,000 for facilities
    - \$2,000,000 for the CAD system
    - **Total:** \$4,465,400
  - The Authority's current fund balance is \$6,508,629 (as of June 30, 2023), which includes a 10% Operating & Capital Reserve.
  - **Future Costs:** The CAD system's implementation cost is estimated, with annual maintenance costs expected to be \$400,000 - \$650,000. These will be part of the operating budget and affect assessments.
  - **City Manager Feedback:**
    - **City Manager Norris:** Suggested factoring in inflation for the five-year projection.
    - **City Manager Moe:** Recommended performing a five-year forecast with inflation adjustments for the July meeting.
    - **Finance Manager Alfaro:** Mentioned an attachment with fund balance projections as part of the five-year budget process.
3. **Debt Policy:**
- **Consultant Recommendation:** Matrix Consulting Group recommended adopting a Debt Policy to govern the use of debt for capital asset purchases. The policy may include revenue bonds, loans, and other short-term debt, with guidelines to ensure debt does not exceed the asset's useful life.
  - **City Manager Feedback:**
    - **City Manager Osorio:** Inquired if best practices were considered, suggesting reference to the California Debt and Investment Advisory Commission (CDIAC).
    - **Finance Manager Alfaro:** Confirmed that Matrix is considering best practices and reviewing other member cities' debt policies.
4. **Consensus and Next Steps:**
- **Jennifer Petrusis:** Confirmed that the Interim Executive Director will proceed with the provided direction and prepare to present the updated policies and plans to the Board of Directors.

The Interim Executive Director will move forward with integrating the feedback, finalizing the Budgetary Policy amendment, and preparing detailed reports for the upcoming BOD meeting.

H. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes from Meeting – May 21, 2024

**MOTION:** Chief Lang moved to approve the User Committee Consent Calendar Item 1. The motion was seconded by Chief Johnson and passed by a vote of 4–0.

I. **ITEMS TO BE REMOVED FROM THE CONSENT CALENDAR**

None.

J. **EXECUTIVE DIRECTORS REPORT**

1. **Authority Staffing:**

- **Current Status:** Staffing levels are at 70%.
- **Recent Developments:**
  - Three new dispatchers completed academy training in May and are now in training for phone positions.

**MINUTES OF THE REGULAR JOINT MEETING  
OF THE EXECUTIVE COMMITTEE AND THE  
USER COMMITTEE**

**JUNE 18, 2024**

- One dispatcher has successfully completed police dispatch training, which is helping to reduce overtime slots.
  - We currently have three new dispatcher candidates undergoing background checks.
  - **Ongoing Efforts:** We are continuously exploring ways to reduce overtime. Supervisors are being utilized to fill shifts during peak times to assist with staffing needs and overtime management.
2. **Computer Aided Dispatch (CAD) Software and Professional Services Update:**
- **Recent Activities:**
    - Staff conducted an onsite visit with Versaterm in Santa Monica.
    - Two virtual site visits were completed: one with Versaterm in Salt Lake City and another with Central Square JefComm in Colorado.
  - **Next Steps:** We will be meeting with our CAD consultant to review recommendations and make a selection. We anticipate making a decision in July or August.
3. **Status of Pulse Point Implementation:**
- **Current Status:** Pulse Point, a free citizen notification app, is now implemented and operational. This app alerts citizens about fire department calls for service, including the location and responding equipment.
  - **Current Limitations:** Not all features are active due to restrictions of the current CAD system.
4. **Authority Events:**
- **Upcoming Event:** The Authority will be hosting the El Segundo Citizen Academy on Wednesday, June 19, 2024.
5. **Strategic Planning:**
- **Background:** A strategic planning initiative was started during former Executive Director Klun's tenure with the assistance of a consultant.
  - **Current Status:** Interim Executive Director Krok is reviewing the existing reports and will provide an update on the progress soon.
- K. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENTS**
- City Manager Moe inquired if the City of Redondo Beach has shown interest in contracting with the Authority. Interim Director Krok stated the City of Redondo Beach has not contacted the Authority.
- L. **ADJOURNMENT**
- The meeting was adjourned at 2:34PM.