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Title: Action to Execute Purchase Orders and Transact Procurement Card Purchases for Stadium Public Safety Supplies and Equipment and Approve Miscellaneous Expenses Incurred Between February 6 and June 17, 2021

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Attachments: 1. CapEx Portion of Stadium Authority FY 2021/22 Budget, 2. Misc. Expenses Incurred by the City on behalf of SCSA

Date	Ver.	Action By	Action	Result
7/13/2021	1	City Council and Authorities Concurrent	Approved	

REPORT TO STADIUM AUTHORITY BOARD

SUBJECT

Action to Execute Purchase Orders and Transact Procurement Card Purchases for Stadium Public Safety Supplies and Equipment and Approve Miscellaneous Expenses Incurred Between February 6 and June 17, 2021

BOARD PILLAR

Ensure Compliance with Measure J and Manage Levi’s Stadium

BACKGROUND

On October 8, 2019, the Stadium Authority Board (Board) approved Ordinance No. 2005 amending Chapter 17.30 of the City Code (Stadium Authority Procurement Policy), which rescinded the delegation to the Executive Director to enter into agreements without prior Board approval. As of the effective date of the Ordinance, November 8, 2019, all Stadium Authority agreements for services, supplies, materials, and equipment require the approval of the Stadium Authority Board.

The Executive Director is requesting authorization to purchase or award purchase orders for public safety supplies and equipment and Board approval of miscellaneous Stadium Authority expenses that were incurred between February 6 and June 17, 2021.

DISCUSSION

On March 23, 2021, the Board approved the Stadium Authority FY 2021/22 Operating, Debt Service and Capital Budget (Budget), which included public safety supplies and equipment under the Capital Expense (CapEx) Budget. The City’s Fire Department has obtained quotes for the following items pursuant to the appropriate Purchasing Sections under Chapters 2.105 and 17.30 of the Santa Clara City Code. Staff is following the City Code provisions listed below for consistency and to ensure that

best practices in public sector procurement are being followed:

- 2.105.280 “Informal Bidding” where the award recommendation is determined by the lowest cost bidder.
- 2.105.290(b)(1) Cooperative purchases from vendors on terms obtained pursuant to formal bidding processes that name the City specifically or categorically as a third-party beneficiary of the bidding process.
- 2.105.280(b) Purchases less than \$15,000 do not require competitive bidding.

Board approval is requested for the following items:

Fire Department Supplies and Equipment

Rigaku CQL 1064nm Handheld Raman Chemical Detector (\$50,290) - This detector works as a pair with the Tru Defender (below). The pair combined are able to detect unknown chemicals and substances much quicker than current methods. If the Joint Hazardous Assessment Team (JHAT) came across an unknown substance, a request for mutual aid would be made with likely extended response time. This new equipment would allow the onsite JHAT to analyze substances and chemicals without immediately calling for assistance reducing the impact to the ongoing stadium event. Due to the purchase exceeding \$15,000, staff obtained three quotes and recommends award of Purchase Order to the lowest bidder, Rigaku (\$50,290). The Stadium Authority FY 2021/22 CapEx Budget includes \$52,805 for this expense.

Tru Defender FTX S1 WMD Chemical Detector (\$61,444) - This detector works as a pair with the Rigaku CQL Raman. The combined pair are able to detect unknown chemicals and substances much quicker than current methods. Due to the purchase exceeding \$15,000, staff obtained three quotes and recommends award of Purchase Order to the lowest bidder, Thermo Fisher Scientific (\$61,444). The Stadium Authority FY 2021/22 CapEx Budget includes \$66,381 for this expense.

Personal Protective Equipment Replacement (Nomex Tops) (\$5,753) - The Fire Department requires replacement/additions of Stadium battle dress uniform tops. Staff has obtained a quote from L.N. Curtis & Sons Inc. for 14 shirts at \$375 per unit (\$5,250 for 14 shirts for a total of \$5,753 including tax and shipping) and recommends award of Purchase Order to the vendor. The Stadium Authority FY 2021/22 CapEx Budget includes \$6,038 for this expense.

Personal Protective Equipment Replacement (Nomex Bottoms) (\$3,284) - The Fire Department requires replacement/additions of Stadium battle dress uniform bottoms. Staff has obtained a quote from L.N. Curtis & Sons Inc. for 15 pants at \$199 per unit (\$2,985 for 15 bottoms for a total of \$3,284 including tax and shipping) and recommends award of Purchase Order to the vendor. The Stadium Authority FY 2021/22 CapEx Budget includes \$3,423 for this expense.

RadHalo Remote Radiation Monitors (\$189,279) - Remote radiation detection monitor can be established as a perimeter around the stadium and monitored remotely by JHAT. JHAT tested these units during the 2019 season and they proved very useful to monitor large crowds for nuclear and radiation devices that have a potential explosive threat. Staff leveraged a cooperative agreement through the National Association of State Procurement Officials (NASPO ValuePoint) with Thermo Fisher Scientific, which totaled \$189,279 for four monitors and warranty. Staff recommends award of the Purchase Order to Fisher Scientific. The Stadium Authority FY 2021/22 CapEx Budget includes \$199,500 for this expense.

Vehicle Upfits for John Deer Gator (\$7,311) - The Fire Department requires vehicle upfits for John Deere Gator including a utility box, mirrors, back up camera and a towing hitch for the E690 MCI Trailer. The mirrors and back up camera would allow for greater visibility when the vehicle is being driven in and around large crowds. The supplies and equipment are sourced from the following vendors:

- Towing hitch: \$1,930 for the towing hitch and associated parts with installation included from FJM Truck & Trailer Center
- Utility box: \$5,081 for the utility box and associated components from Wiedmann Bros. Distributing
- Back up cameras: \$220 for two cameras from Amazon
- Gator mirror kits: \$80 for two mirror kits from Amazon

Staff recommends purchase or award of Purchase Order for the various vehicle upfits through the vendors that staff obtained quotes from, totaling \$7,311. The Stadium Authority FY 2021/22 CapEx Budget includes \$12,600 for this expense.

Other Expenses

There is approximately \$212 worth of miscellaneous operational expenses that were incurred by the City on behalf the Stadium Authority for the period between February 6 and June 17, 2021 that require retroactive Board approval. The City should be reimbursed by the Stadium Authority to ensure compliance with Measure J. There are sufficient funds in the Stadium Authority FY 2021/22 Operating Budget to cover these costs.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

There are existing appropriations totaling \$340,747 in the Stadium Authority FY 2021/22 CapEx Budget to cover the cost of the budgeted public safety supplies and equipment (\$317,361). There are also existing appropriations in the Stadium Authority FY 2021/22 Operating Budget to cover the costs of the miscellaneous expenses incurred by the City on behalf of the Stadium Authority for reimbursement as detailed in Attachment 2 (\$212) between February 6 and June 17, 2021.

COORDINATION

This report has been coordinated with the Treasurer, Stadium Authority Counsel, and the City’s Purchasing Manager and Fire Department.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>>.

RECOMMENDATION

1. Authorize the Executive Director to execute purchase orders and transact procurement card purchases for the public safety products and services described above, in an aggregate amount not-to-exceed \$340,747, which is the budgeted amount in the Stadium Authority FY 2021/22 CapEx Budget for the items; and
2. Approve the miscellaneous expenses detailed in Attachment 2 totaling \$212 that were incurred by the City on behalf of the Stadium Authority for reimbursement between February 6 and June 17, 2021.

Prepared by: Christine Jung, Assistant to the Executive Director

Approved by: Deanna J. Santana, Executive Director

ATTACHMENTS

1. CapEx Portion of Stadium Authority FY 2021/22 Budget
2. Misc. Expenses Incurred by the City on behalf of SCSA