

**MEMORANDUM**

**TO:** Chairman and Members of the Board of Directors

**FROM:** Mike Bozzo, Director of Fleet and Facilities  
Magan Waltari, Procurement and Grants Coordinator

**DATE:** October 27, 2016

**SUBJECT:** Consideration of Authorizing a Five Year Contract with Wiztronics, Inc. for Radio Network Service

**RECOMMENDATION**

That the Board of Directors authorize the General Manager to sign a contract with Wiztronics, Inc., from Bellingham, WA for two-way private digital radio network service for WTA mobile communication for up to \$430,000. This contract is for an initial five-year term with an option to extend for one additional five year term.

**BACKGROUND**

WTA's existing mobile radio network is owned and operated by the City of Bellingham at an annual fee of \$5,000 per year for WTA. In 2015, the City informed WTA that they would be upgrading their network to a digital system in 2017. In order to continue to support WTA's needs the City would need to expand their network to provide County-wide coverage. This would be a significant outlay that the City would incur on WTA's behalf. The estimated cost to WTA to operate under this scenario is \$10,000 a month.

In an attempt to find the best value for both agencies, WTA Staff solicited a competitive Request for Proposals (RFP) for a county-wide private digital radio network that will meet WTA's service area to replace the existing City network. WTA received two proposals; Wiztronics, Inc. and Day Wireless Systems.

A WTA five person team conducted county-wide service area network tests of the proposed systems, reference checks and interviews. Wiztronics, Inc. was selected as being able to supply the best and most reliable radio service to WTA.

**FISCAL IMPACT**

A price of \$30 per unit per month was submitted by Wiztronics, Inc. WTA anticipates having approximately 200 mobile and handheld radios throughout the organization. This translates to an anticipated annual cost of approximately \$80,000 for a total five year contract of \$430,000, including sales tax and a 10% contingency for future needs. The annual cost is included in the 2017 operating budget.