



CITY COUNCIL ACTION REPORT

May 25, 2007

TO: Phillip L. Nelson, City Manager

FROM: Brian P. Murphy, Assistant City Manager/Economic Development Services
Susan A. Leirstein, Purchasing Director
Timothy L. Richnak, Public Works Director
Gertrude Paraskevin, IT Director

SUBJECT: Bid Waiver – Digital Recording of Sanitary Sewer Inspections

Background

- DPW currently utilizes a Pearpoint Camera Televising Inspection System for sanitary sewer pipe inspections. On May 21, 2007, City Council approved the upgrade of this equipment. Resolution #2007-05-165.
- As inspections are made, a stand-alone computer module processes the output, which is responsible for recording the video inspection to VHS cassette tape.
- Due to changes in video technology, the VHS based system has become obsolete and the City is seeking to capture inspections using digital video technology.
- A digital based system provides many benefits over a VHS based system, including and not limited to: considerable speed advantages for reviewing and accessing inspection footage; on demand accessibility to DPW and Engineering staff; secure archiving infrastructure; reduced storage space requirements; and provides for a more robust inspection history.
- The digital inspections also allow for direct interface into the City's asset management software and GIS systems providing direct access to all City employees.
- The implementation of a digital system requires purchase of additional hardware and software as outlined in Appendix A. The hardware is available via current contracts. Informal quotes for the software were received from Pearpoint Inc. of Thousand Palms, CA, and Jack Doheny Supplies, of Northville, MI; the only two authorized sales representatives for the Michigan area.

Financial Considerations

- Funds are budgeted and available in the Sewer Capital Fund for computer equipment, account #535.7980.020

Legal Considerations

- Formal bidding procedures are waived, as no benefit would be derived from soliciting formal bids.

May 25, 2007

To: Phillip Nelson, City Manager

Re: Bid Waiver – Televising Inspection Equipment Upgrade

Policy Considerations

- Digital format expands the electronic function and allows for more efficient use of time when accessing inspection information. It also provides the ability to interface and manage the data in other systems. (Goal II)
- Enhance the flow of communication internally by providing easy access to inspection information to City employees. (Goal IV)

Options

- City management is requesting a waiver of the formal bid process and authorization to purchase the proprietary Sanitary Sewer Televising Inspection software from Pearpoint Inc. of Thousand Palms CA, for an estimated total cost of \$19,700.00 with a yearly software maintenance fee of \$1,900.00. Pearpoint Inc. is the recommended vendor since the City has established a relationship with them for the purchase of the camera equipment upgrade.
- In addition, City management is requesting authorization to purchase necessary hardware from Hewlett Packard and GTSI for an estimated total cost of \$8,466.00 utilizing approved purchasing procedures.

May 25, 2007

APPENDIX A

Project Costs

Software

	Pearpoint Inc.	Jack Doheny
FlexiData Software	\$8,400	\$8,400
DVS Licensing	4,500	4,500
3 Days of on Site Training	4,900	4,900
Support	1,900	1,900
TOTAL	\$19,700	\$19,700

Hardware

	Vendor	Cost
HP Proliant Server for digital storage	Hewlett Packard (REMC)	\$8,016
Monitor	GTSI	250
DVD Encoder	GTSI	100
UPS	GTSI	100
TOTAL		\$8,466