



# CITY OF LODI

# COUNCIL COMMUNICATION

**AGENDA TITLE:** Purchase of Voice Recording Equipment for Electric Utility Operations Center (\$6,938.75)

**MEETING DATE:** October 7, 1998

**PREPARED BY:** Electric Utility Director

**RECOMMENDED ACTION:** That the City Council adopt the attached Resolution authorizing the purchase of one digital voice recording system from Dictaphone Corporation of Sacramento in the amount of \$6938.75. This purchase will be made under the State of California's CMAS contract with Dictaphone. Approval is also requested to transfer funds from the Department's Operating Fund Balance for this purchase.

**BACKGROUND INFORMATION:** The City's Electric Operations Center has experienced a significant increase in telephone call activity with other agencies and utilities. In addition, deregulation of the electric utility industry has added to the complexities and liabilities associated with these communications. To insure accurate communications, facilitate training and to protect the City's interests in the event of disputes, a recording system is required. The system will be capable of recording radio and telephone communications from the Operations Center. This equipment was not included in the Department's 1998-1999 fiscal year budget.

Lodi City Code Section 3.20.070 provides that competitive bidding may be dispensed with when the City Council determines that the alternative method of purchase would be in the best interest of the City. In an effort to maintain equipment consistency within the City, the Electric Utility Department selected a system similar to the Dictaphone equipment used by the Police Department. Since CMAS contract pricing is the best pricing that Dictaphone can offer to government agencies, it is recommended that the City purchase this equipment under CMAS.

**FUNDING:** Electric Utility Operating Fund Balance.

Funding Approval:

  
 Vicky McAthie, Finance Director

Prepared by: John Sprouse, Utility Operations Supervisor

  
 Alan N. Vallow  
 Electric Utility Director

ANV/JS/pn

c: City Attorney  
 Finance Director  
 Manager, Engineering & Operations  
 Manager Electric Service

APPROVED:   
 H. Dixon Flynn -- City Manager

RESOLUTION NO. 98-143

A RESOLUTION OF THE LODI CITY COUNCIL  
AUTHORIZING THE PURCHASE OF ONE DIGITAL VOICE  
RECORDING SYSTEM, AND APPROVING TRANSFER OF  
FUNDS TO COVER THIS PROJECT

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WHEREAS, Lodi Municipal Code, §3.20.070, authorizes dispensing with bids for purchases of supplies, services or equipment when it is in the best interests of the City to do so; and

WHEREAS, due to recent events, it is imperative that the Electric Utility Department Operations Center be equipped with a voice recording system in order to document communications and conversations by the Utility Operators with customers, other utilities and agencies for possible future disputes or legal actions; and

WHEREAS, in an effort to maintain equipment consistency within the City, the Electric Utility Department has selected a similar system to the Dictaphone equipment used by the Police Department to be purchased under the State of California's CMAS Contract from Dictaphone; and

WHEREAS, it is staff recommendation that the City purchase one digital voice recording system from Dictaphone Corporation under the State of California's CMAS Contract.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lodi does hereby approve the purchase of one digital voice recording system from Dictaphone Corporation of Sacramento in the amount of \$6,938.75; AND

BE IT FURTHER RESOLVED, that funds be transferred from the Electric Utility Department's Operating Fund to cover this purchase.

Dated: October 7, 1998

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I hereby certify that the foregoing is a true and correct copy of Resolution No. 98-143, which was duly and regularly passed and adopted by the City Council of the City of Lodi in a regular meeting held October 7, 1998 by the following vote:

- AYES: Council Members – Johnson, Land, Mann, Pennino and Sieglock  
(Mayor)
- NOES: Council Members – None
- ABSENT: Council Members – None
- ABSTAIN: Council Members – None

  
ALICE M. REIMCHE  
City Clerk