



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Adopt resolution authorizing the replacement purchase of the voice recording system and appropriate funding (\$17,950.00) (EUD)

MEETING DATE: November 5, 2003

SUBMITTED BY: Electric Utility Director

RECOMMENDED ACTION: That the City Council adopt the attached resolution authorizing the replacement purchase of the voice recording system and appropriate funding for the purchase (\$17,950.00).

BACKGROUND INFORMATION: The voice recording system records all phone and radio communications between the Utility Service Operator (first line of contact) and customers, other utilities and agencies, other City departments and the various City employees dispatched by the Operations Center. These recordings have on numerous occasions proven very useful in resolving disputes, claims, litigations, etc. The existing system consists of dual tape drives. One of the tape drives have completely failed and the tape cannot be removed without being destroyed. The remaining drive is showing signs of imminent failure as well. The entire system, purchased in 1998, is obsolete and no longer supported by the manufacturer (Dictaphone). Therefore, it is recommended that a replacement system be purchased at this time.

A comprehensive search and comparison of recording systems have shown that the Freedom System by Dictaphone is the only system that meets the requirements of the Electric Utility Department. The primary advantage with the Freedom System is its ability to record at all times even during periods when the software is being updated or modified. Identical systems are currently being utilized within the City in the Police Department and by Transit. Dictaphone is giving a trade in allowance of \$1,500.00 for the existing system.

It is further recommended that the CMAS (California Multiple Award Schedule) contract, available to the City, be utilized for this purchase.

FUNDING: Capital Reserve

Funding Approval: *Vicky McAthie*
Vicky McAthie, Finance Director

Alan N. Vallow
Alan N. Vallow
Electric Utility Director

PREPARED BY: Sonny Harris, Utility Operations Supervisor

c: City Attorney
Purchasing Officer

APPROVED: *Janet Kelly*
H. Dixon Flynn - City Manager

RESOLUTION NO. 2003-209

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

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

WHEREAS, the voice recording system records all telephone and radio communications between the Utility Operators and customers, other utilities and agencies, and other City departments; and

WHEREAS, the existing system purchased in 1998 consists of dual tape drives, one of which has completely failed, with the remaining drive showing imminent failure; and

WHEREAS, the unit has become obsolete and no longer supported by the manufacturer, i.e. Dictaphone; and

WHEREAS, it is staff's recommendation that the City purchase a replacement system called the Freedom System from Dictaphone, which has the ability to record at all times even during periods when the software is being updated or modified, under the State of California's CMAS Contract.

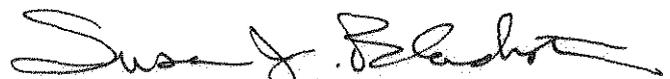
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lodi does hereby approve the purchase of the Freedom voice recording system from Dictaphone Corporation, of Sacramento, in the amount of \$17,950.00; and

BE IT FURTHER RESOLVED that funds in the amount of \$17,950.00 be appropriated from the Electric Capital Reserve account to cover this purchase.

Dated: November 5, 2003

I hereby certify that Resolution No. 2003-209 was passed and adopted by the Lodi City Council in a regular meeting held November 5, 2003, by the following vote:

- AYES: COUNCIL MEMBERS – Beckman, Hansen, Howard, Land, and Mayor Hitchcock
- NOES: COUNCIL MEMBERS – None
- ABSENT: COUNCIL MEMBERS – None
- ABSTAIN: COUNCIL MEMBERS – None


SUSAN J. BLACKSTON
City Clerk