

Interoffice Memorandum



TO: Honorable Mayor and City Council

FROM: Elva Ramos

RE: End of Year Purchases

DATE: 07/23/2025

Honorable Mayor and City Council Members,

In line with the city's purchasing policy, we are requesting City Council approval to use surplus funds from the Public Safety Dispatch budget for upcoming equipment purchases. Due to various cost-saving measures implemented throughout the year, our Finance Director has reported the following estimated surplus amount:

Estimated Surplus	Amount Requested	Estimated Return to General Fund
\$188,393.59	\$89,770	\$98,623.59

For the purpose of making the requested equipment purchases, we will be moving funds within our Public Safety Dispatch Account as described below:

From line Item Account	Amount	To Line Item Account	Amount
01-525-5010 Salaries	\$89,770	01-525-5410 Contract Labor	\$68,500.00
		01-507-6025 Equipment Public Safety Dispatch	\$21,270.00
Total	\$89,770.00		\$89,770.00

Below are the requested items for purchase:

Description	Bid Status	Vendor Name	Justification	Total
Relocation of Radio Tower	Buy Board 696-23	Mobile Communications America	This purchase requires consideration to support the relocation and installation of radio communications dispatch operations to the new facility. Under contract labor for physical labor.	\$58,500.00
Console Alias Manager (CAM) Server	Buy Board 696-23	Mobile Communications America	This purchase requires consideration to manage radio unit ID aliases on dispatch consoles to ensure accurate officer identification. Under contract labor for programming.	\$10,000.00
New Antenna System for Main Repeater	Buy Board 696-23	Mobile Communications America	This purchase requires consideration as the old radio antenna may experience wear and tear or contain outdated components, potentially resulting in malfunctions or failure. Capital Equipment	\$7,500.00
Uninterruptible Power Supply (UPS) Equipment	Buy Board 696-23	Mobile Communications America	This purchase requires consideration for UPS to protect Motorola equipment in the radio room and at each console. Capital equipment.	\$13,770.00
Total				\$89,770.00