



## Legislation Text

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**File #:** 2021-0013, **Version:** 1

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**DATE:** February 11, 2021

**SUBJECT:**

**RESOLUTION AUTHORIZING AMENDMENT NO. 6 TO AGREEMENT WITH WINBOURNE CONSULTING LLC, TO PROVIDE PROJECT MANAGEMENT SERVICES FOR COMPUTER-AIDED DISPATCH SYSTEM REPLACEMENT, EXTENDING THE TERM AND INCREASING THE AGREEMENT AMOUNT BY \$100,000 TO A NEW NOT-TO-EXCEED AMOUNT OF \$438,245. FUNDS FOR FY21 ARE BUDGETED IN THE TECHNOLOGY MANAGEMENT PROGRAM EXPENSE. FUNDS REQUIRED FOR FUTURE FISCAL YEARS WILL BE BUDGETED IN THE APPROPRIATE FISCAL YEAR, SUBJECT TO BOARD APPROVAL UPON THE ADOPTION OF EACH FISCAL YEAR'S BUDGET**

**EXECUTIVE SUMMARY:**

On April 14, 2016 following a competitive bidding process, the Board of Port Commissioners (Board) authorized an agreement between the District and Winbourne Consulting, LLC to provide project management consulting services for the replacement project of the Harbor Police Department's Computer Aided Dispatch (CAD) system. The District selected this firm based upon interviews of responsive bidders to Request for Proposals number 15-52.

Under the agreement, the firm provides a complete range of project management services to support the procurement, planning, and design of the new Harbor Police CAD system. During the course of the project, unforeseen circumstances caused delays in project implementation. Continued project management services are required to ensure the successful implementation of this critical public safety system.

Staff recommends authorizing Amendment No. 6 to the agreement with Winbourne Consulting, LLC which will extend the agreement to June 30, 2022 and allow for successful completion of the CAD replacement project.

**RECOMMENDATION:**

Adopt a Resolution authorizing Amendment No. 6 to Agreement No. 28-2016SN with Winbourne Consulting, LLC extending the term and increasing the amount by \$100,000.00 for a new not-to-exceed amount of \$438,245.00.

**FISCAL IMPACT:**

Funds required for the increase of \$100,000 will be derived from the IT TMP Capital budget due to

savings incurred from deferred projects.

### **COMPASS STRATEGIC GOALS:**

This agenda item supports the following Strategic Goal(s).

- A thriving and modern maritime seaport.
- A Port that is a safe place to visit, work and play.
- A Port with an innovative and motivated workforce.

### **DISCUSSION:**

On April 14, 2016 following a competitive bidding process, the Board of Port Commissioners (Board) authorized an agreement between the District and Winbourne Consulting, LLC to provide project management consulting services for the replacement project of the Harbor Police Department's Computer Aided Dispatch (CAD) system. The District selected this firm based upon interviews of responsive bidders to Request for Proposals number 15-52.

Under the agreement, the firm provides a complete range of project management services to support the procurement, planning, design, and implementation of the new Harbor Police CAD system to include testing, training, and go-live monitoring and transition. The firm was selected for the following reasons:

- Years of experience in law enforcement and implementing public safety systems
- Knowledge of the CAD system market
- Strong local and state contacts
- Focus on scenario-based testing
- Clear understanding of the importance of business processes to support the new system
- Acknowledging end user experiences as a driver of project success
- Superior grasp of change management concepts and the importance of risk mitigation

The expertise of the project manager allowed progress to continue through unforeseen circumstances, most notably a Cyber Security incident in September 2018 and a CAD vendor change in December 2019 both of which extended the project timeline. More recently, the impacts of COVID-19 have further delayed the project. On-site support and training have been canceled due to travel restrictions and the ability to fully and accurately test this critical public safety system must be done in the environment in which it will be used. Project members have been testing remotely but will need to extensively test the system when it is safe for a consistent return to district facilities. Due to the extended timeline, additional funds are required for the successful completion of the CAD replacement. The proposed amendment will extend the agreement to June 30, 2022 in order to retain the current project manager and utilize his experience, project knowledge, and expertise until the replacement project is complete.

### **General Counsel's Comments:**

The Office of the General Counsel has reviewed and approved this agenda, the proposed

amendment, and resolution, as presented, as to form and legality.

### **Environmental Review:**

The proposed Board action, including without limitation, a resolution authorizing an amendment to an agreement for project management services, does not constitute a "project" under the definition set forth in California Environmental Quality Act (CEQA) Guidelines Section 15378 because it will not have a potential to result in a direct or indirect physical change in the environment and is, therefore, not subject to CEQA. No further action under CEQA is required.

The proposed Board action complies with Sections 21 and 81 of the Port Act, which allow for the Board to pass ordinances and resolutions and to use District funds for expenses of conducting the District. The Port Act was enacted by the California Legislature and is consistent with the Public Trust Doctrine. Consequently, the proposed Board action is consistent with the Public Trust Doctrine.

The proposed Board action does not allow for "development," as defined in Section 30106 of the California Coastal Act, or "new development," pursuant to Section 1.a. of the District's Coastal Development Permit Regulations. Therefore, issuance of a Coastal Development Permit or exclusion is not required.

### **Equal Opportunity Program:**

Due to limited known subcontracting opportunities, no SBE goal was established for this Agreement.

### **PREPARED BY:**

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Information Technology Department

Attachment(s):  
Attachment A: Draft Amendment No. 6