

The City of  
**SAN DIEGO**



Purchasing & Contracting Department

**PROCUREMENT**

**PLAN**

**FY 2019**

## The Purpose of this Procurement Work Plan

The City's purchasing authority is codified in the San Diego Municipal Code. All procurement for supplies or services, except for construction or architecture or engineering consultants is the responsibility of the Director of Purchasing and Contracting (P&C). The City Council provides authority to award agreements after solicitation has occurred according to applicable local, state and federal laws.

In order to manage procurement worth millions of dollars each fiscal year, P&C solicits client City Departments to provide a list of procurement projects which require a formal sourcing or contracting process. Formal sourcing requires Departments to develop specifications and typically results in the use of a Request for Proposal (RFP) or an Invitation to Bid (ITB). The RFP or ITB scopes of work or specifications can be generated by City staff, although there are also instances where utilizing a cooperative agreement makes more sense and presents the best outcome and value for the City. For a more comprehensive presentation on City Procurement, including roles and responsibilities, ethics, and procurement plans, please visit the On-Line Procurement Manual at <https://indd.adobe.com/view/ce95da39-2c02-4259-80f8-b243a3ad3d9a>

City Departments identify their procurement projects based on need or priority and submit them for review to P&C for assignment to one of the Procurement and Contracting Officers. The Procurement and Contracting Officers will work with the City Departments to determine the appropriate course of procurement processes. Each City Department has the responsibility to manage the contracts for supplies or services once they have been awarded.

Having a procurement plan allows P&C to align resources strategically, plan for best outcomes through our procurement processes, and bring value to our client departments.

This procurement work plan is not exhaustive. As much as we can plan, there are critical missions which become priority based on our City's ever-changing needs. There are projects on this list which, since originally requested by the client department, have been completed or retracted.

The dollar amounts are approximations and are not meant to reflect any budgetary commitment.

Departments which do not appear on this workplan did not anticipate new contracting needs at the time which submissions were due. This does not limit those departments from requesting or initiating sourcing or contracting projects as the need presents itself, however late submissions may be prioritized against available resources

For the most up to date list of active procurement projects being undertaken by the department, please refer to the City's online vendor registration and electronic bidding portal, PlanetBids.

<https://www.planetbids.com/portal/portal.cfm?CompanyID=17950>

A New Contract is defined as a procurement request for a newly identified commodity or service by a Department where a contract is not currently in place to transact against.

A Re-solicitation is defined as a procurement to continue the use of a particular service or commodity where there is currently a contract in place being used by the requesting Department.





Department:

**City Treasurer**

Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
<b>Investments</b>	Armored Transport Services (C)	Armored transport services for the secure pick up of cash and/or check deposits at various City locations and parking meter canisters.	New	\$125,000
<b>Financial Operations</b>	Funds Commission	Investment management and custody bank services for the Cemetery Perpetuity Fund.	Re-solicitation	\$75,000
<b>Revenue Collections</b>	Delinquent Accounts Program System (C)	Comprehensive electronic system for the management of delinquent accounts, including online self-services and notice mailing.	Re-solicitation	\$3,000,000



Department:

**Communications**

Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
<b>Creative Services</b>	Web Streaming and Video Archiving Solution	Web streaming and video archiving solution to integrate with City Clerk's docket process.	New	\$60,000





**Debt Management**

Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
NA	Letter of Credit provider in connection with establishing a General Fund Commercial Paper Program	Bank Credit and Loan Facility	NC	\$300,000
NA	Commercial Paper Dealer services in connection with establishing a General Fund Commercial Paper program	Commercial Paper Dealer Services (similar to Underwriting Services)	NC	\$45,000
NA	Underwriting Syndicate for the 2018 Water Revenue Bonds	Underwriting Services	NC	\$647,000
NA	Letter of Credit provider(s) in connection Water Commercial Paper Program	Bank Credit and Loan Facility	NC	\$824,000



Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
IT Contracts	Service Desk/Desktop Services (RFI) (C)	RFI to explore market conditions relating to Service Desk and Desktop Services	NA	TBD
IT Contracts	Data Center (RFI)	RFI to explore market conditions relating to Data Center Services	NA	TBD
IT Contracts	Applications Development Management (ADM) (RFI) (C)	RFI to explore market conditions relating to Applications Development Management (ADM)	NA	TBD
IT Wireless	NASPO - Cellular	COOP contract - source viable COOP	NC	\$5,000,000
IT Wireless	Motorola Support Contract	COOP contract - source viable COOP	RS	\$8,000,000
IT Contracts	IT Consultants	RFP for the provisions of various IT Consultant Services	RS	\$750,000
IT Contracts	Okta	Bid for the provision of Okta Single Sign On Licensing and Service	RS	\$3,750,000
IT Contracts	Veronis	Bid for the provision of Veronis SEIM Software-As-A-Service (SaaS)	NC	\$1,000,000
IT Contracts	HP Desktop Computers	Bid for the provisions of HP Desktop Computers	NC	\$1,500,000
IT Contracts	Telecom Expense Management (TEM)	Provision of Telecom Expense Management Services	NC	\$200,000
IT Contracts	Applications Development Management	Provision of Applications Development Management	RS	\$140,000,000
IT Contracts	Staff Augmentation	Provision of staff augmentation	RS	\$5,000,000
IT Contracts	Service Desk/Desktop Services	Provision of service desk and desktop services	RS	\$1,500,000
IT Contracts	Sumo Logic (C)	ITB for the provision of Sumo Logic SIEM Software-as-a-Service (SaaS)	NC	\$1,050,000

<b>IT Contracts</b>	Panasonic Ruggedized Tablets (C)	Bid for the provision of ruggedized tablets for the SDPD	NC	\$2,500,000
<b>IT Contracts</b>	e-signature solution	Provision of an e-signature solution for Citywide application	NC	\$500,000
<b>IT Contracts</b>	Security Operations Center (SOC) (C)	Provision of an outsourced security operations center	RS	\$2,500,000
<b>IT Contracts</b>	Netskope	Bid for the provision of Netskope Software-as-a-service (SaaS)	NC	\$1,050,000
<b>IT Contracts</b>	Crowdstrike	Bid for the provision of Crowdstrike Software-as-a-Service (SaaS)	NC	\$750,000
<b>IT Contracts</b>	Cisco Hardware and Support	Source via COOP or Bid for Cisco hardware	BC	\$800,000
<b>IT Contracts</b>	IT Goods	Source via COOP for various IT goods	NC	\$600,000
<b>IT Contracts</b>	CalNet3	Source via COOP for the provision of Verizon services	NC	\$600,000
<b>IT Contracts</b>	IT Goods non-HP	Source via COOP for IT goods that are not HP products	NC	\$600,000



Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
<b>Collection Services</b>	Preventative Maintenance and Service for CNG Fill Station at Miramar Place	Provide monthly PM service of the compressor station and fuel fill islands at Miramar Place. Provide as needed repairs and parts replacements to equipment supporting the CNG fill station.	NC	\$350,000
<b>Waste Reduction</b>	Recycling Containers	Bid for the purchase of a large qty (TBD) of paired refuse and recycling containers for P&R facilities	NC	\$350,000
<b>Support Services</b>	Janitorial Services	Janitorial services at Ridgehaven, 5 nights per week	NC	\$100,000
<b>Disposal &amp; Environmental Protection</b>	Lease for Heavy Duty Loader Machinery for Miramar Landfill	New 5-year lease contract for heavy duty loader machinery for Miramar Landfill	RS	\$4,500,000
<b>Disposal &amp; Environmental Protection</b>	Tank and Vapor Control and Recovery System Testing, Maintenance and Repair Services	Testing and Maintenance of City-owned Underground and Aboveground Storage Tank systems for regulatory compliance - Citywide	RS	\$100,000
<b>Disposal &amp; Environmental Protection</b>	Petroleum Storage Tank Integrity Testing, Certification, Maintenance and Repair Services	Testing and Maintenance of City-owned Underground and Aboveground Storage Tank systems for regulatory compliance - Citywide	RS	\$200,000
<b>Waste Reduction</b>	Processing, Transporting, and Marketing Commingled Curbside Recyclables	Processing, Transporting, and Marketing Commingled Curbside Recyclables	RS	\$4,000,000





Department:

**Fire and Rescue Department**

Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
<b>Emergency Operations/Logistics</b>	Uniforms	Furnish uniform services for sworn personnel	RS	\$234,000
<b>EMS</b>	EMS Services	RFP for EMS Service Contract	RS	\$49,000,000
<b>Special Operations</b>	Helicopter Maintenance Program	TAP "Power by the Hour" maintenance program for Sikorsky S70i helicopter	NC	\$588,000
<b>Special Operations</b>	Helicopter Maintenance Program	"Power by the Hour" maintenance program for Sikorsky S70i helicopter (General Elec)	NC	\$188,000



Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
NA	Towing Contract (C)	Towing of City fleet vehicles	RS	\$500,000
NA	Napa Parts	Automotive Parts, light, medium and heavy duty	RS	\$12,000,000
NA	Heavy Duty Tire Contract	Refuse packer tire maintenance	RS	\$750,000
NA	Gasboy/Orpak	Fueling	RS	
NA	National Auto Fleet Group (C)	Light and medium duty vehicles and equipment	NC	\$17,000,000
NA	National Auto Fleet Group (C)	Heavy Duty vehicles and equipment	NC	\$17,000,000
NA	Haaker	Drain cleaning vehicles	NC	\$10,000,000
NA	Case	Tractors, etc.	NC	\$8,000,000
NA	Police Patrol Vehicles	Furnish police patrol vehicles	NC	\$10,000,000



**Human Resources**

Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
<b>Labor Relations</b>	Labor Negotiations	For the provision of labor negotiation consulting services	RS	\$2,000,000
<b>EAP</b>	EAP Services	For the provision of an Employee Assistance services program	NC	TBD
<b>Administration</b>	Citywide Executive Recruitment Services	For the provision of as needed, executive recruitment services	NC	TBD
<b>Administration</b>	PUD Director Executive Recruitment (C)	For the provision of executive recruitment services for the PUD Director	NC	\$45,000



Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
IT	Audio-visual and Video system engineering services	Video system engineering, design, installation, and maintenance of new and existing audio/visual equipment	NC	\$400,000
IT	Xerox Service Agreement	Source via COOP, patron print and copy services	RS	\$200,000



Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
<b>Community Parks I</b>	Security Services	Security Services at Downtown Portable Restrooms	RS	\$864,000
<b>Community Parks/Department wide</b>	Security Alarm Monitoring	Security Alarm monitoring at Recreation Centers	RS	\$475,000
<b>Developed Regional Parks</b>	Tree Trimming/Maintenance	Tree trimming and maintenance	RS	\$150,000
<b>Open Space/MADS</b>	Landscaping Services - Calle Cristobal MAD	To Furnish Landscaping and other landscape related services.	RS	\$170,000
<b>Open Space/MADS</b>	Landscaping Services - Mira Mesa MAD	To Furnish Landscaping and other landscape related services.	RS	\$500,000
<b>Open Space/MADS</b>	Landscaping Services - Ocean View Hills MAD	To Furnish Landscaping and other landscape related services.	RS	\$270,000
<b>Open Space/MADS</b>	Tree Services for all P&R MADS	Tree Trimming and other tree related services.	COOP	\$2,400,000
<b>Open Space</b>	Brush Management	Brush management	RS	\$175,000
<b>Developed Regional Parks</b>	Pool Decking and Plaster	Pool deck and plaster maintenance	NC	\$250,000
<b>Developed Regional Parks</b>	USDA Predator Control	USDA Predator control for least tern habitat	NC	\$75,000
<b>Developed Regional Parks</b>	CO2	CO2 for municipal pools	RS	\$150,000





Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
<p><b>Public Facilities Planning &amp; Administration</b></p>	<p>As-Needed Infrastructure Planning &amp; Finance Consultant Services</p>	<p>Analyze &amp; develop recommendations for addressing infrastructure needs, perform development impact fee analysis, conduct nexus studies for various infrastructure financing methods, prepare financial feasibility studies, conduct fiscal &amp; economic impact analyses, prepare technical studies &amp; memoranda, research/report emerging trends &amp; practices in the field of infrastructure planning and finance.</p>	<p>NC</p>	<p>\$4,000,000</p>



Department:

**Police Department**

Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
<b>Child Abuse</b>	Forensic Evaluations & Interviews	To provide forensic evaluations and forensic interviews of minors & developmentally delayed adults who are victims or witnesses of criminal acts, reports, and court testimony.	RS	\$250,000
<b>Training/Employee Development</b>	Psychological Services to Members of Police Department	Comprehensive psychological counseling and training programs for both sworn and civilian personnel to include personal and family psychological counseling, critical incident debriefing, trauma management and intervention, and training and management consultation in the area of psychological services	RS	\$386,000
<b>Tow Administration</b>	Towing Dispatch Center	To provide dispatch services, logistics, and oversight of Licensed Tow Providers (LTP) and Licensed Impound Providers (LIP).	RS	\$650,000



Department:

**Risk Management Department**

Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
<b>Workers Compensation</b>	Managed Care	Managed care services including bill review, utilization review, nurse case management, pharmacy benefits, PPO, call in center	RS	\$4,500,000
<b>Workers Compensation</b>	Temporary Claim Staffing	Temporary claim staffing for Workers' Compensation and Public Liability	RS	\$180,000



Division	Project Title	Description	New Contract/ Re-solicitation	Approx. Annual Contract Value
Street	Tree trimming	Tree trimming and maintenance services	RS	\$2,300,000
Storm Water	Landscape Maintenance	Native revegetation for erosion control and restoration site maintenance	NC	\$200,000
TEO	Cabinets and Controllers	Furnish controller cabinets and training for various equipment used in controller cabinets	RS	\$200,000
Street	Pavement Assessment	Pavement assessment data support	NC	\$1,500,000
Storm Water	Pump Station Control	Equipment, installation and training for Pump Station Control Telemetry Equipment and Components	NC	\$100,000
TEO	Accessible Pedestrian System (APS)	To furnish an APS	NC	\$150,000
Street	Concrete Slicing	To provide concrete slicing services	RS	\$525,000
Storm Water	Pump Station Pump and Motor Controller Electronic Equipment and Components	To furnish Programmable Logic Controller Equipment and Accessories	NC	\$50,000
Street	Green House Gas Assessment – Tree Inventory	To perform a Citywide tree inventory and greenhouse gas assessment	NC	\$600,000
Storm Water	Small Motorized Equipment	To furnish various small, gas powered, motorized equipment as needed	NC	\$150,000
Street	Street/Traffic Light and Poles	To furnish lighting and street, traffic signaling poles	NC	\$250,000
Street	Non-Profit Agreements	For weed abatement, tree planting and bridge cleaning services – utilization of the City's ability to contract with a non-profit for services	RS	\$1,000,000
Street	Sign Material	Furnish sign materials and traffic supplies	RS	\$169,980
Street	Equipment Rental	Source via COOP for the rental of heavy equipment	RS	\$768,000

