

INDIAN RIVER COUNTY, FLORIDA
M E M O R A N D U M

TO: Honorable Board of County Commissioners

THROUGH: John A. Titkanich, Jr., County Administrator

THROUGH: David Johnson, Director
Department of Emergency Services

FROM: Karen Rackard, 911 Coordinator
Department of Emergency Services

DATE: September 4, 2024

SUBJECT: Renewal of AK Associates Maintenance Contract for 911 Call-Taking Equipment

It is respectfully requested the information contained herein be given formal consideration by the Board of County Commissioners at the next scheduled meeting.

DESCRIPTION AND CONDITIONS:

On December 11, 2018, the Board approved AK Associates' maintenance contract for the 911 call-taking equipment. The contract provides an onsite technician twice a week performing preventive maintenance for all 911-associated equipment, including mapping, recorders, selective routers, and ALI databases. The contract is for five (5) years, it renews automatically and continues in force on a year-to-year basis, unless terminated by either party upon a ninety (90) days' written notice. The proposed contract totals for each year are as follows:

Year 1	12/1/24-11/30/25	\$ 95,700
Year 2	12/1/25-11/30/26	\$ 95,700
Year 3	12/1/26-11/30/27	\$ 97,600
Year 4	12/1/27-11/30/28	\$ 97,600
Year 5	12/1/28-11/30/29	\$ 99,560
Total Contract Cost		\$486,160

FUNDING:

Funding for the proposed contract for Year 1, in the amount of \$95,700, is budgeted and available in the 911 Surcharge Fund/Communication Center/Maintenance-Other Equipment account, number 12013325-034690.

Account Description	Account Number	Amount
911 Surcharge Fund/Communication Center/Maintenance-Other Equipment	12013325-04690	\$486,160

RECOMMENDATION:

Staff recommends the Board approve the agreement with AK Associates for maintenance of 911 call taking, authorize the Chairman to sign it after review and approval by the County Attorney as to form and legal sufficiency.

ATTACHMENTS:

1. AK Associates Maintenance Contract
2. FY 2024/2025 Quote
3. Sole Source Letter- AK Associates-Solacom