



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: APRIL 4, 2023**

FROM: INNOVATION AND TECHNOLOGY DEPARTMENT **WARDS: ALL**

SUBJECT: ANNUAL RENEWAL OF NETMOTION PRODUCT LICENSES FOR THE TERM OF MARCH 14, 2023 THROUGH MARCH 13, 2024 IN THE AMOUNT OF \$44,737.50 AND AUTHORIZE A 15% CHANGE ORDER AUTHORITY FOR A TOTAL AMOUNT OF \$51,448.13

ISSUE:

Approve the annual renewal and purchase of NetMotion product licenses and professional services in an amount of \$44,737.50 with Mobile Wireless LLC., for the term of March 14, 2023 through March 13, 2024 and authorize 15% change order authority for a total amount of \$51,448.13.

RECOMMENDATIONS:

That the City Council:

1. Approve the annual renewal of NetMotion product licenses in an amount of \$44,737.50 with Mobile Wireless LLC for the term of March 14, 2023 through March 13, 2024; and
2. Authorize 15% change order authority in an amount up to \$6,710.63 for unforeseen subscription modifications and additional licenses for a total amount of \$51,448.13; and
3. Authorize the City Manager, or designee, to execute all documents necessary to effectuate this purchase, including making minor and non-substantive changes.

BACKGROUND:

NetMotion is a Virtual Private Network (VPN) software for mobile data computers in Fire, Riverside Public Utilities, and Public Works vehicles accessed via cellular networks. It is used in field vehicles to communicate with the City's network and to ensure that the computers maintain connection if a signal is lost when field staff move in and out of wireless coverage areas. Due to the increase in licenses, this is the second year that the cumulative annual renewal of NetMotion products has exceeded \$50,000 and therefore requires Council approval.

DISCUSSION:

The Innovation and Technology Department (Department) reviewed NetMotion software needs including license renewals, transfers, and removals with Fire, Riverside Public Utilities, and Public Works staff to identify the number of licenses needed. The Department then secured quotes from three vendors. The results are summarized below:

Vendor	Amount
Mobile Wireless	\$44,737.50
SHI	\$48,143.92
CDCE	No Response

Throughout the year, City staff submit IT order requests when additional licenses need to be purchased. As licenses are purchased throughout the year, they are co-termed to our annual agreement so that all licenses, citywide, expire at the same time. There is a thirty-day grace period to process this annual renewal.

Purchasing Resolution 23914, Section 403, states that “Competitive Procurement shall not be required for Information Technology software maintenance and license renewals; training; advertising; or professional recruitment services where the Manager is satisfied that the best price, terms and conditions for the Procurement thereof have been negotiated.”

The Purchasing Manager concurs that the recommendation is in compliance with Purchasing Resolution 23914, Section 403.

STRATEGIC PLAN ALIGNMENT:

This item contributes to Envision Riverside 2025 Strategic Priority No. 6 *Infrastructure, Mobility & Connectivity* and Goal No. 6.2 - maintain, protect and improve assets and infrastructure within the City’s built environment to ensure and enhance reliability, resiliency, sustainability, and facilitate connectivity.

The item aligns with each of the five cross-cutting threads as follows:

1. **Community Trust** – This software will improve the emergency response and reliability of public services by maintaining and securing field worker data connections as they move in and out of wireless coverage areas. The enhanced cybersecurity benefits show our commitment to the public of maintaining security within our infrastructure that supports and protects them.
2. **Equity** – This software will allow field workers to operate and provides services to all members of community regardless of the availability of data connectivity in their areas.
3. **Fiscal Responsibility** – By obtaining a minimum of three quotes, ensures the City is receiving the most competitive rates available.
4. **Innovation** – This software allows City field staff to maintain data connectivity while responding to the emergencies. This renewal will facilitate an upgrade of the system, which will improve the authentication experience for City users.

5. **Sustainability & Resiliency** – This agreement allows the City to add and transfer licenses as needed throughout the annual term. The departments can also annually re-evaluate the type of licenses, how they are being used, and by whom.

FISCAL IMPACT:

The total fiscal impact of this action is \$51,448.13. Sufficient funds are budgeted and available in the General Fund, IT Operations, Software Maintenance/Support Account No. 2410000-424310.

Prepared by:	George Khalil, Chief Innovation Officer
Approved by:	Todd M. Corbin, Utilities General Manager
Approved by:	Edward Enriquez, Interim Assistant City Manager
Approved as to form:	Phaedra A. Norton, City Attorney
Certifies availability of funds:	Edward Enriquez, Chief Financial Officer/City Treasurer

Attachments:

1. NetMotion Quote