

CITY OF SAN DIEGO

# 3986-MOD

AUG 29 2019

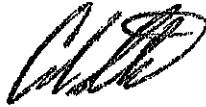
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PURCHASING & CONTRACTING DEPT.

DNR

Purchasing and Contracting Department  
Sole Source Request and Certification Form

To: Director of Purchasing and Contracting  
Cc: Chief Financial Officer  
From: Colin Stowell, Fire Chief  
Date: August 20, 2019



In alignment with the guidance provided in the San Diego Municipal Code section 22.3016, the Purchasing Agent (Director of Purchasing and Contracting) must certify that the award of a sole source contract is necessary by memorializing in writing why strict compliance with a competitive process would be unavailing or would not produce an advantage, and why soliciting bids or proposals would therefore be undesirable, impractical, or impossible.

For consideration, this form must be completed and all required accompanying information must be submitted together, including any related contracts. Failure to do so will result in a delay of approval of the request.

**Describe commodity or service(s) to be purchased. Include vendor contact information.**

This Sole Source Request is a modification of previously approved Sole Source #3986. The original sole source was for one year. this modification request is for an additional four years.

Tablet Command is a software application that helps incident commanders track and manage the assignment of resources during emergency incidents. The application provides resource management of specific responsibilities during an emergency incident based on operational checklists, personnel accountability timers to improve the safety of first responders exposed to environments that are immediately dangerous to life and health: custom user maps that include information for responses to structure fires, wildland fires, flooding/water rescues, cliff rescues and evacuation planning.

Additionally, Tablet Command supports situational awareness by displaying a list of all current active incidents and provides push notifications to users. From the incident view, users receive navigation instructions for routing to the incident and critical notes about the incident. Tablet Command is available on iOS and Android mobile devices.

Tablet Command provides an easy to use tool to manage emergency incident resources, access to important information through user maps and improves situational awareness. San Diego Fire-Rescue has invested substantial effort to implement the application and to provide personnel with the necessary training. This application is widely used and has become an important tool for first responders.

Additional research into the ability of other vendors to meet San Diego Fire-Rescue application requirements was completed on July 29, 2019. A total of six vendors were contacted. Only one vendor, Tablet Command was able to meet all requirements requested by Fire-Rescue. See attached documentation of the research completed.

The total value of this request will be \$249,825. Fiscal year 2020 at \$47,200, fiscal year 2021 at \$63,025, fiscal year 2022 at \$69,800 and fiscal year 2023 at \$69,800.00.

Vendor information:  
Tablet Command  
PO Box 151467  
San Rafael, Ca 94915  
Attention: Van Revlere  
209-483-1513

### Justification

1. This product or service is available from only one supplier and meets at least one of the following criteria (please check all that are applicable):
- One-of-a-kind/Compatibility*
    - a. **Required by Warranty:** the product matches existing equipment, infrastructure and is required by warranty. **(A letter from the provider which supports this claim must be provided.)**
    - b. **Goods and Services:**
      - i. the good has no competitive product or alternative on the market.
      - ii. the service requires a special skill, ability, or expertise linked to the current project that cannot be provided by another supplier.
  - City Standards*

The product or service complies with established, existing City standards.
  - Replacement*

The product or service is the only compatible replacement component that supports a larger system. Or, the services are the only ones that can replace the existing service requirements.
2. Do any of the following situations exist?
- Limited Competition*

Department made an attempt to find a second or multiple sources to no avail.
  - Emergency*

There is an urgent need for the item or service and time does not permit the City to solicit for competitive bids, as in the cases of emergencies as defined under SDMC section 22.3208,. (Delays in solicitation do not satisfy this criteria)

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### Cost/Market Analysis

Purchasing and Contracting will perform due diligence on each request. If Purchasing and Contracting can find a suitable, cost effective alternative, this request will be denied and that alternative will be pursued after your department has been contacted to discuss the revised determination.

This form does not take the place of an agreement and all sole source requests for a period of one year or longer will require the **submission of an agreement**. The requesting department must submit a purchase requisition and a copy of this certification to Purchasing and Contracting for a Purchase Order to be issued.

PCO Due Diligence (PCO to initial all that apply)

\_\_\_\_ Proof of warranty or maintenance requirement for standardized and replacement items confirmed.

\_\_\_\_ Vendor/Supplier confirmed submission of justification letter.

Market test confirmed that there is no advantage to the City in competing this contracting opportunity to multiple vendors.

\_\_\_\_ Emergency verified with the department.

\_\_\_\_ Pricing agreement has been reviewed.

Purchasing and Contracting has reviewed this request and affirms that this request for a sole source justification is appropriate.

This sole source is approved for:

One (1) year from the signature date below.

For the entire length of the contract, but not more than five (5) years.

The length of the contract must be consistent with the sole source approval. A sole source request must be submitted and approved by the Purchasing and Contracting Director prior to the award of each new contract and prior to each extension of an existing contract that was not contemplated in the initial contract term.

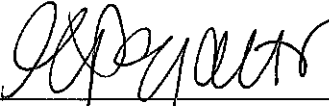
\_\_\_\_ After reviewing the provided information and due diligence, I cannot recommend the approval of this request.

Purchasing and Contracting Director Review

I certify that strict compliance with a competitive process would be unavailing or would not produce an advantage, and that soliciting bids or proposals would be therefore undesirable, impracticable or impossible. My approval is contingent on the information provided in this form.

In accordance with SDMC §22.3016, this request is approved.

Based on the information provided and due diligence recommendation of staff, this request is denied.

  
\_\_\_\_\_  
Kristina Peralta, Director, Purchasing and Contracting

4 SEPT 2019  
Date

## FIRST AMENDMENT TO SERVICES AGREEMENT WITH TABLET COMMAND, INC.

This First Amendment to the Services Agreement with Tablet Command, Inc. (First Amendment) is made and entered into by and between the City of San Diego (City) and Tablet Command, Inc. (Contractor), also referred to individually as "Party" and collectively as the "Parties."

### RECITALS

1. City approved Modified Sole Source 3986 on September 4, 2019, resulting in an agreement between the City and Contractor (Contract) to provide an Emergency Incident Management Application. The Agreement was effective on November 14, 2019 for a period of four (4) years beginning on September 1, 2019. The Agreement is comprised of the Agreement including its exhibits, the City's General Contract Terms and Provisions, the Contractor Standards Pledge of Compliance, and the Equal Opportunity Contracting Work Force Report

2. The Agreement may be amended by written agreement executed by duly authorized representatives of both Parties.

3. The Parties wish to amend the Agreement to increase the total maximum value of the Agreement.

### TERMS

The parties agree to incorporate the revised First Amendment as follows:

1. Section 3.1 Amount of Compensation of the Agreement is **REVISED** is in its entirety to read as follows:

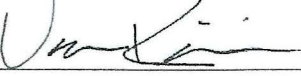
**3.1 Amount of Compensation.** City shall pay Contractor for performance of all Services rendered in accordance with this Agreement in an amount not to exceed \$294,150.00.

2. This First Amendment will be effective when signed by both parties and approved by the City Attorney in accordance with Charter section 40.

3. All provisions of the Agreement not addressed in this First Amendment remain in full force and effect.

IN WITNESS WHEREOF, this First Amendment is executed by City and Contractor acting by and through their authorized officers.

**Tablet Command, Inc.**

By: 

Name: Van Riviere

Title: President - CEO

Date: 11/22/2021

**City of San Diego**

By: 

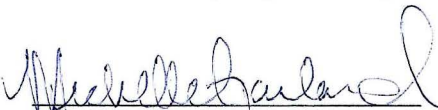
Name: Claudis C. Abarca

Title: Director, Purchasing & Contracting

Date: December 17, 2021

Approved as to form this 21<sup>st</sup> day of  
December, 2021

MARA W. ELLIOTT, City Attorney

By:   
Deputy City Attorney

Michelle Garland  
Print Name