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OFFICE OF THE CITY CLERK  
OAKLAND

13 MAY -2 PM 1:43

# AGENDA REPORT

TO: DEANNA J. SANTANA  
CITY ADMINISTRATOR

FROM: Chief Howard Jordan  
Chief of Police

SUBJECT: Big Valley Aviation, Inc.,  
Maintenance Contract

DATE: April 30, 2013

City Administrator  
Approval

Date

5/02/13

COUNCIL DISTRICT: City-Wide

## RECOMMENDATION

Staff recommends that the City Council: 1) authorize the City Administrator or her designee to enter into a professional services agreement with Big Valley Aviation, Inc., (Big Valley) in an Amount not to exceed Two Hundred Twenty Thousand, Two Hundred Fourteen Dollars (\$220,214.00) for the period of May 14, 2013 to June 30, 2014 for helicopter maintenance services; and 2) Waiving the competitive Request for Proposal/Qualification (RFP/Q) Process, the advertising and bidding requirements, and Local and Small Business Enterprise Program (L/SBE) Provisions for the proposed Maintenance Services Agreement.

## EXECUTIVE SUMMARY

A resolution has been prepared authorizing the City Administrator to enter into a one year contract maintenance agreement in an amount not to exceed \$220,214.00 with Big Valley for helicopter maintenance services on behalf of OPD waiving the competitive bid request for proposal/qualifications process, a waiver of the local and small local business enterprise program provision. This waiver is sought in because Big Valley: 1) is the only factory-authorized service center for the helicopters used by OPD in the Bay/ Sacramento Areas; 2) has a 25-year track record of providing superior maintenance services to OPD's helicopters; 3) has in-depth knowledge of the maintenance history of each of the OPD helicopters; their complete stock of parts required to service OPD helicopters; and 4) is closer in distance to Oakland than the other available service providers.

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## OUTCOME

Approval of this resolution will authorize the City to enter into a maintenance agreement with Big Valley in an amount not to exceed \$220,214.00 during the period May 14, 2013 to June 30, 2014. Funds will be allocated from State COPS Fund 2158 and project G453610.

The contractor will provide parts, labor, materials and lubricants required for maintenance and operation of the helicopters at the current manufacturer's list price, with a ten percent (10%) discount. In the schedule of payment disbursement, the contractor will be paid at a rate of \$105.00 per mechanic hour during normal shop hours; with an overtime rate of \$157.50 per mechanic hour.

This contract will allow OPD's Air Support Unit to continue to serve the City of Oakland in crime prevention and enforcement efforts.

## BACKGROUND/LEGISLATIVE HISTORY

A resolution has been prepared authorizing a waiver of the competitive request for RFP/Q process, a waiver of L/SBE program provision and authorizing the City Administrator to enter into a contract maintenance agreement in an amount not to exceed \$220,214.00 with Big Valley for helicopter maintenance services on behalf of OPD.

OPD's options for helicopter maintenance are limited. Big Valley is the only MD factory authorized service center in the Bay/Sacramento Area and readily meets and adheres to all of the manufacturer's service provisions.

Big Valley has provided maintenance service for OPD's three helicopters (two MD 500Es and one piston engine training helicopter) since 1987. The MD500E helicopters were purchased new: one in 1989 and the other in 1992. Big Valley is an employee-owned company based in Stockton, California. The company meets all of the requisite maintenance requirements/capabilities associated with the Department's MD and training helicopter (Schweizer).

## ANALYSIS

There are several requirements a helicopter maintenance vendor must meet to adequately provide service for OPD's helicopters. These essential requirements include:

- Possess a Federal Aviation Administration-certified repair station
- Be a factory-certified service center
- Have factory-trained mechanics for the MD helicopters

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Besides Big Valley, OPD's Air Support Unit identified three other helicopter maintenance facilities in the Bay/Sacramento Area as possible candidates to support OPD's helicopter maintenance requirements. These companies are Heli-Flite Inc. (Hollister, CA); Cutting Edge Aviation (McClellan, CA); and Advanced Helicopter Services (Woodland, CA). All these companies are located at greater distances from the Oakland International Airport than Big Valley.

In addition, though these three potential vendors could adequately perform OPD's required helicopter maintenance services, none of them are MD factory-certified service centers. Big Valley also possesses unique competitive advantages vis-à-vis the three other vendors by virtue of its prior history of servicing OPD's helicopters. For the past 25 years, Big Valley has provided superior maintenance services to OPD; on numerous occasions sending maintenance contact teams to the Oakland International Airport when OPD helicopters could not fly to their facility. In addition, as a result of their longstanding relationship with OPD, Big Valley has acquired an in-depth knowledge of the maintenance histories of each OPD helicopter. This knowledge, combined with their comprehensive stockage of parts used to service OPD helicopters, serves to ensure that the OPD helicopter downtime is kept to a minimum.

**PUBLIC OUTREACH/INTEREST**

Enactment of the proposed contractual agreement will enhance violence prevention efforts in Oakland.

**COORDINATION**

Budget Office and the City Attorney's Office has been consulted in preparation of this report.

**COST SUMMARY/IMPLICATIONS**

1. COST ELEMENTS OF AGREEMENT/CONTRACT:

|  |                   |
|--|-------------------|
| Scheduled maintenance                  | 45,000.00         |
| Parts                                  | 135,000.00        |
| Unscheduled maintenance                | 22,000.00         |
| 3% contract assessment fee             | 6,414.00          |
| Taxes and Fees*8.75%                   | 11,800.00         |
| <b>TOTAL AGREEMENT/CONTRACT AMOUNT</b> | <b>220,214.00</b> |

2. SOURCE OF FUNDING:

Funds will be allocated from State COPS Fund 2158 and project G453610.

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3. FISCAL IMPACT:

Approval of this resolution will authorize the City to enter into a one year maintenance agreement with Big Valley Aviation Inc. in an amount not to exceed \$220,214.00 during the period May 14, 2013 to June 30, 2014.

**PAST PERFORMANCE, EVALUATION AND FOLLOW-UP**

Unfortunately, due to the down tum in the economy and subsequent cut-back on the helicopters' flight hours the contract with Big Valley was allowed to intentionally lapse and was not renewed. This was done as a cost cutting measure.

Big Valley readily meets and adheres to all of the manufacturer's service provisions.

Big Valley Aviation Inc. has provided maintenance service for the Police Department's three helicopters (two McDonnell Douglas (MD) 500Es and one Schweizer piston engine training helicopter) since 1987.

Big Valley's familiarity with our aircraft enables it to provide timely maintenance and repairs at a reasonable cost. Its performance maximizes the availability of the aircraft for police services. Lastly, the maintenance is performed in accordance with the Federal Aviation Administration and helicopter manufacturer requirements.

**SUSTAINABLE OPPORTUNITIES**

***Economic:***

Ensuring adequate maintenance of the departments' helicopters will increase overall efficiencies in public safety services and officer safety.

***Environmental:***

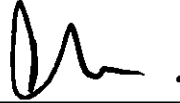
There are no environmental opportunities associated with this report.

***Social Equity:***

Ensuring adequate maintenance of the department's helicopters will increase overall efficiencies in public safety services enabling our neighborhoods to be a place where families and citizens can thrive in a safe and healthy environment.

For questions regarding this report, please contact Michael Beaver, Sergeant of Police, (510) 773-0840 or mbeaver@oaklandnet.com.

Respectfully submitted,




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Howard A. Jordan  
Chief of Police  
Oakland Police Department

Prepared by:  
Michael Beaver  
Sergeant of Police  
Special Operations Section  
Oakland Police Department

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City Attorney

 OFFICE OF THE CITY CLERK  
OAKLAND

# OAKLAND CITY COUNCIL

13 MAY -2 PM 1:40 RESOLUTION NO. \_\_\_\_\_ C.M.S.

Introduced by Councilmember \_\_\_\_\_

**RESOLUTION:**

- 1) **AUTHORIZING THE CITY ADMINISTRATOR OR HER DESIGNEE TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH BIG VALLEY AVIATION, INC., (BIG VALLEY) IN AN AMOUNT NOT TO EXCEED TWO HUNDRED TWENTY THOUSAND, TWO HUNDRED FOURTEEN DOLLARS (\$220,214.00) FOR THE PERIOD OF MAY 14, 2013 TO JUNE 30, 2014 FOR HELICOPTER MAINTENANCE SERVICES; AND**
- 2) **WAIVING THE COMPETITIVE REQUEST FOR PROPOSAL/QUALIFICATION (RFP/Q) PROCESS, THE ADVERTISING AND BIDDING REQUIREMENTS, AND LOCAL AND SMALL BUSINESS ENTERPRISE PROGRAM (L/SBE) PROVISIONS FOR THE PROPOSED PROFESSIONAL SERVICES AGREEMENT.**

**WHEREAS,** the City of Oakland, through the Police Department (OPD) seeks to enter into a Professional Services Agreement with Big Valley Aviation, Inc. (Big Valley) for the time period of May 14, 2013 to June 30, 2014 in an amount not to exceed \$220,214.00 for maintenance services for OPD's helicopters; and

**WHEREAS,** Big Valley is the only helicopter service center in the greater Oakland/San Francisco Bay Area with mechanics adequately qualified to perform helicopter maintenance according to manufacturer and Federal Aviation requirements; and

**WHEREAS,** Big Valley has satisfactorily serviced OPD's McDonnell Douglas and Schweizer helicopters for more than 25 years and as a result, is familiar with the mechanical history and service needs of each of the City's three helicopters; and

**WHEREAS,** the City Council previously authorized the execution of similar agreements with Big Valley Resolution No. 78002 C.M.S., dated July 7, 2007 by Resolution No. 79710 C.M.S., dated February 7, 2006, Resolution No. 78002 C.M.S. dated July 29, 2003, and Resolution No. 76647 C.M.S. dated August 14, 2001; and

**WHEREAS,** Big Valley does not meet the City of Oakland's twenty-percent (20%) minimum participation requirement for professional services contracts of \$50,000 or more associated with the Local/Small Business Enterprise (L/SBE) Programs; and

**WHEREAS,** the three percent (3%) City-mandated contract assessment fee associated with the proposed agreement for services with Big Valley totals \$ 6,414.00 for the time period; and

**WHEREAS**, Oakland Municipal Code section 2.04.051.B permits the Council to waive the request for proposal/qualifications (RFP/Q) requirements upon a finding that it is in the best interest of the City to do so; and

**WHEREAS**, Oakland Municipal Code section 2.04.050.1.5 permits the Council to waive the advertising and bidding requirements upon a finding that it is in the best interest of the City to do so; and

**WHEREAS**, staff recommends that it is in the best interests of the City to waive the RFP/Q process because Big Valley: 1) is the only factory-certified service center for the City's helicopters in the greater Bay/Sacramento Areas; 2) has a twenty five year track record of past service to the City's helicopters; 3) is familiar with the mechanical history and service needs of the City's helicopters; and 4) is closer in distance to Oakland than the other available service providers; and

**WHEREAS**, the City Administrator has determined, based on information provided by staff, that any services agreement authorized by this resolution is of a professional, technical or scientific and temporary nature, and shall not result in the loss of employment or salary by any person having permanent status in the competitive service; now therefore be it

**RESOLVED**: That the City Council hereby authorizes the City Administrator to enter into a Maintenance Agreement with Big Valley in an amount not to exceed two hundred twenty thousand, two hundred fourteen dollars (\$220,214.00) for maintenance of OPD helicopters for the period of May 14, 2013 to June 30, 2014; and be it

**FURTHER RESOLVED**: That pursuant to Oakland Municipal Code sections 2.04.050.1.5 and 2.04.051.B, for the reasons stated above and the City Administrator's report accompanying this resolution, the City Council finds that it is in the best interests of the City to waive the advertising and bidding requirements and the request for proposal/qualifications (RFP/Q) process for with the products and services to be provided under proposed professional services agreement, and so waives such requirements; and be it

**FURTHER RESOLVED**: That funds in the amount of \$213,800.00 for one year, plus a 3% contract compliance fee of \$6,414.00, for a total of \$220,214.00, for an amount not to exceed \$220,214.00 for a time period of May 14, 2013 to June 30, 2014, are included in OPD's FY 2013-2014 baseline budget, with funds allocated from State COPS Fund 2158 and project G453610; and be it

**FURTHER RESOLVED**: That the City Council waives the L/SBE Program Provisions for the proposed Professional Services Agreement with Big Valley; and be it

**FURTHER RESOLVED**: That the City Administrator or her designee is authorized to complete all required negotiations, certifications, assurances, and documentation required to accept, modify, extend and/or amend this agreement for services, except for any increase in the contract amount; and be it

**FINALLY RESOLVED:** That the City Attorney shall review and approve said agreement with Big Valley as to form and legality and a copy of the fully executed agreement shall be placed on file with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, GALLO, GIBSONMCELHANEY, KALB, KAPLAN, REID, SCHAAF and PRESIDENT KERNIGHAN

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_  
LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California