



# STAFF REPORT

AGENDA NO: 9g

MEETING DATE: November 17, 2025

**To: Honorable Mayor and City Council**

**Date: November 17, 2025**

**From: Raj Vaswani, Chief of Police – (650) 777-4124**

**Subject: Adoption of a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Telecommunications Engineering Associates (“TEA”) to Procure, Maintain, and Service the Police Department’s Emergency Radio Communications System for \$818,150.**

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## **RECOMMENDATION**

Staff recommends that the City Council adopt the attached resolution authorizing the City Manager to execute a Professional Services Agreement (“Agreement”) with Telecommunications Engineering Associates (TEA) to procure, maintain, and service the Police Department’s emergency radio communications system for \$818,150. This Agreement would allow for the procurement of all necessary equipment and parts to upgrade the Police Department’s radio infrastructure. This critical project will enhance the system’s reliability, ensuring uninterrupted emergency communications.

## **BACKGROUND**

The Police Department’s current radio system is outdated and unreliable. Most of its core equipment was installed in 2013, and some components are even older. The manufacturer no longer provides support or replacement parts, forcing the department to rely on an unreliable secondary market for repairs. Seeking out and obtaining such repairs imposes a significant strain on limited staff time and resources. Key issues with the current system include:

- **Discontinued AT&T Circuits:** The system relies on copper circuits from AT&T, which the company has notified the City it will discontinue. A new system would use more reliable fiber optic cables.
- **Outdated Avtec Console:** The dispatch console, installed in 2014, is no longer directly supported by the manufacturer. While TEA can provide some parts, a costly upgrade is needed for software support and to enable essential digital encrypted operations, a modern standard for law enforcement.

## **DISCUSSION**

The proposed contractor, TEA, has provided consulting and maintenance for the City’s emergency radio systems for over 30 years. TEA’s extensive knowledge of the Police Department’s infrastructure and the broader San Mateo County systems makes them uniquely qualified to

manage this complex project. Moreover, equipment procurement, maintenance, and servicing are highly complex and complicated processes that involve understanding the specifications of the equipment to ensure both efficiency and compatibility within the Police Department and with other law enforcement agencies. Using TEA as a sole source vendor ensures a single point of responsibility, which is crucial since the City lacks the internal resources to manage multiple contractors and suppliers. Procuring radio hardware for law enforcement communications through TEA is beneficial to the City, as this single source of supply promotes standardization within the Burlingame Police Department and across law enforcement agencies within San Mateo County.

**FISCAL IMPACT**

The City Council has previously approved the project as part of the City's FY 2025-26 CIP budget. The estimated cost for this project is \$818,150. Staff also recommends a \$31,000 contingency fund to address any unforeseen event.

Exhibits:

- Resolution
- Agreement
- Proposal