



Legislation Details (With Text)

**File #:** 23-1089      **Version:** 1

**Type:** BID, RFP, RFQ, COOP, SOLE SOURCE, OPTION YEAR      **Status:** Agenda Ready

**File created:** 9/19/2023      **In control:** City Council

**On agenda:** 10/3/2023      **Final action:**

**Title:** Approve the award of Option Year Three to Contract 19-197, Security Camera Maintenance and Repair Services, to Pace Systems Inc. for an amount not to exceed \$150,000

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
10/3/2023	1	City Council	approved	Pass

**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of Option Year Three to Contract 19-197, Security Camera Maintenance and Repair Services, to Pace Systems Inc. for an amount not to exceed \$150,000

**DEPARTMENT:** Department of Public Works

**SUBMITTED BY:** Richard Dublinski, Director

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

The Department of Public Works (DPW) maintains more than 370 security cameras located throughout the City, including in and around City facilities, in the downtown area, and in and around the Naperville Metra train station. DPW has historically contracted the maintenance and repair of the security cameras.

In October 2019, the City Council awarded Contract 19-197, Security Camera Maintenance and Repair Services, to Pace Systems Inc. for a two-year term with three, one-year options to extend. Option Year One was awarded on October 5, 2021. Option Year Two was awarded on September 20, 2022 with a contract term of November 1, 2022 - October 31, 2023.

The purpose of this contract is to provide routine and non-routine maintenance and repair of the City’s security cameras. The routine maintenance component of the service contract includes 24-hour customer support, camera performance monitoring, responding to alerts, monthly and annual inspections of equipment, adjustments and programming. Non-routine maintenance includes any work not clearly outlined in the routine maintenance list, such as hardware repair and replacement.

**DISCUSSION:**

During the second option year of the contract, Pace Systems Inc. performed both routine and non-routine maintenance and also worked closely with staff on maintenance issues with existing cameras. In addition, staff worked with Pace Systems on several major camera repairs and a software upgrade.

Based upon the vendor's performance, DPW recommends extending the contract for the second option year. Pace Systems Inc has requested a 3% increase to the contract pricing due to labor rate increases that they have incurred, which staff finds reasonable.

The term of the third option year is November 1, 2023 to October 31, 2024, with no additional option year remaining on the agreement.

**FISCAL IMPACT:**

CIP #: N/A

Security camera maintenance is expensed to the Equipment Maintenance account below. The 2024 budget is still in review, but a total of \$150,000 was proposed for security camera maintenance in 2024. The requested award of \$150,000 is within the proposed budgeted amount for this expense.

<b>Account Number</b>	<b>Fund Description</b>	<b>Total Proposed Budget</b>
16101100-531303	General Fund	\$393,851