



## Legislation Details (With Text)

**File #:** 19-792      **Version:** 1

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

**File created:** 8/8/2019      **In control:** City Council

**On agenda:** 10/1/2019      **Final action:** 10/1/2019

**Title:** Approve the award of Bid 19-197, Security Camera Maintenance and Repair Services, to Pace Systems, Inc. for an amount not to exceed \$250,000 and for a two-year term

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
10/1/2019	1	City Council	approved	Pass

### CITY COUNCIL AGENDA ITEM

#### **ACTION REQUESTED:**

Approve the award of Bid 19-197, Security Camera Maintenance and Repair Services, to Pace Systems, Inc. for an amount not to exceed \$250,000 and for a two-year term

**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 350 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 September 2019, the Department of Public Works issued Bid 19-197, Security Camera Maintenance and Repair Services, to hire a contractor to perform 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 and system improvements. Non-routine maintenance is provided on a time and materials basis.

#### **DISCUSSION:**

Advertisement Date:	09/04/19	Notices Sent:	85
Opening Date:	09/19/19	Planholders:	11
		Proposals Received:	3

Bids were received from the following vendors:

Vendor Name	Total Bid Amount
Pace Systems, Inc.	\$111,790
Midco Systems	\$198,000
Convergint Technologies	\$215,478

The monthly routine maintenance cost for the security camera is increasing from \$8,280 per year under the last contract to \$25,800 per year under the new bid. This is due to an increase in the both the number of cameras being maintained and the cost of the service. The number of security cameras under this contract has increased from 188 cameras in 2014 to 350 cameras in 2019.

The award amount is different than the total bid amount because the quantities in the bid are used to set the hourly rate and the material discount rate for non-routine maintenance. The award amount is based on historical need and the budgeted amount for this service.

The term of this contract is two years from November 1, 2019 through October 31, 2021, with three one-year options to extend.

**FISCAL IMPACT:**

CIP#: N/A

Security camera maintenance is expensed to the equipment maintenance account below. A total of \$95,000 has been budgeted in 2019. Due to the increased number of cameras receiving routine maintenance and the anticipated increase in the cost of maintenance, the budget for security camera maintenance was increased to \$125,000 for 2020. The requested award of \$250,000 for two years reflects the 2020 budget as the majority of this contract will occur in 2020 and 2021.

Account Number	Fund Description	Total Budget Amount
16101100-531303	General Fund	\$302,825