



AGENDA MEMORANDUM

Action Item for the City Council Meeting of December 1, 2020

DATE: December 1, 2020

TO: Peter Zaroni, City Manager

FROM: Jim Davis, Director of Asset Management
JimD@cctexas.com
(361) 826-1909

Kim Baker, Director of Contracts and Procurement
KimB2@cctexas.com
(361) 826-3169

Security Access Control Maintenance and Repair Services for Asset Management

CAPTION:

Resolution authorizing a two-year service agreement with Total Protection, Incorporated in an amount not to exceed \$112,898.00 for on-call maintenance and repair services for security access control systems at City-owned facilities maintained by Asset Management, effective upon issuance of notice to proceed, with FY 2021 funding in an amount not exceed \$42,500.00 available through the Facility and Property Management Fund.

SUMMARY:

This two-year contract is to continue maintenance and repair services on the existing access control systems at City Owned facilities maintained by Asset Management. The contract includes access readers, gates, video monitors, alarm panels, and other security hardware and supporting infrastructure.

BACKGROUND AND FINDINGS:

Total Protection, Incorporated installed the existing security access control system throughout City facilities. This system provides for a single card identification and access to city buildings and facilities. The Asset Management Department relies on this on-call service to support the safety and security of the city-owned locations. Buildings included in this agreement are City Hall, the Police Department, the Health Department, Municipal Courts, Development Services, senior centers, recreation centers, public libraries, the tennis centers, HEB Pool Complex, Central Kitchen, Solid Waste building, Cefe Landfill, JC Elliot Transfer Station, and the Science and History Museum.

This is a sole source purchase. Total Protection Systems has installed the existing security access control system and is considered a sole source provider due to proprietary system compatibility requirements.

ALTERNATIVES:

Another alternative is to use a manual locking system, which poses a risk if keys or lock combinations are lost or compromised, or if gates are inadvertently or intentionally left unlocked.

FISCAL IMPACT:

The fiscal impact for the Asset Management Department in FY2021 is an amount not to exceed \$42,500.00. The remaining cost will be budgeted through the annual budget process.

FUNDING DETAIL:

| | | |
|------------------------|--------|----------------------------------|
| Fund: | 5115 | Fclty & Prop Mgt |
| Organization/Activity: | 40300 | Facility Mgmt. and Maint. Fund |
| Mission Element: | 191 | Operate City Bldgs. & Facilities |
| Project # (CIP Only): | N/A | |
| Account: | 530215 | Maintenance and Repairs |

RECOMMENDATION:

Staff recommends approval of this resolution authorizing a two-year service agreement for security access control maintenance and repair services with Total Protection, Incorporated as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Price Sheet