



REPORT TO CITY COUNCIL

To: Honorable Mayor and Members of the City Council

From: Jason Simpson, City Manager

Prepared by: Shannon Buckley, Assistant City Manager

Date: October 24, 2023

Subject: Authorize the Design and Installation of the Security and Data System in the Emergency Operations Center Building Project (CIP Project #Z20036)

Recommendation

1. Waive Competitive Bidding Procedures pursuant to Section 3.08.070(G) of the Lake Elsinore Municipal Code based on the system benefits outlined in the staff report, including the fact that the design and installation of the security and data system services are available through the City's previously selected provider ensuring compatibility, efficiency and cost savings; and,
2. Award a Public Works construction agreement to AK Security Alarm LLC for the design and installation of the security and data system Emergency Operation Center (EOC) Building Project (CIP Project #Z20036); and
3. Approve and authorize the City Manager to execute the agreement for a not-to-exceed amount of \$170,000.00 with AK Security Alarm LLC in the form attached, and in such final form as approved by the City Attorney; and,
4. Authorize the City Manager to execute change orders not to exceed a 10% contingency amount of \$17,000.00 for construction uncertainties and adjustments.

Background

A functional EOC is the key to successful response and recovery operations in all emergency operations. Critical to the success is a well-planned and laid out EOC with customization to accommodate local activities. It is within this facility that local entity decision-makers work together to support emergency activities. EOC staff supports the incident commander and gathers and disseminates information for decision-makers, as well as to the public, and local, state, and federal government agencies. Through this process, resources are utilized allowing operations to be more efficient and effective. The EOC also serves as the central coordinating point for obtaining, analyzing, reporting, and retaining disaster-related information (event logs, casualty information, property damage, fire status, etc.) for strategic decision-making requirements.

Discussion

Through the course of this year multiple projects have been completed by AK Security Alarm LLC. Many of these projects have been urgent requirements affecting City operational efforts and continued City-wide services. Every assigned work effort has been proposed in writing, reviewed, and negotiated by City staff and approved for execution. This work effort has included a wide range of City requirements and time sensitive and urgent City operational security and networking demands representative of the work below:

- Security Camera Purchase, Installation and Maintenance
- Cabling of Communication Systems
- Control Systems and Servers
- Alarm Systems
- Software Systems
- System Maintenance and Software Modification

This agreement is needed to ensure continued security, alarm, and data communication design and installation for the EOC building project. The sustainment of these essential requirements and continued operational and maintenance continuity of the City's data systems is paramount. Utilizing AK Security Alarm LLC will ensure comprehensive City-wide systems compatibility, connectivity, integrity and simplify system operations, and maintenance. It is for these reasons and at the preference of the City Council that this action is the sole source purchase. By contracting with AK Security Alarm LLC, the City ensures a cost savings and ensures that the design and installation of the security and data system services are compatible with existing systems. Switching to another vendor would require a significant investment that would exceed the investment already made with the existing provider. Below is a list of many of the essential requirements for the EOC building:

- Design and install alarm system.
- Design and install security camera system (interior and exterior).
- Design and install data systems.
- Design and install fire alarm system.
- Design and install wireless access points.
- Design and install audio and video systems.
- Program all systems to central control board.
- Test, upload, back-up all systems.
- Train end-users in all system functions.

Following the approval of this agenda item, work and execution of the attached agreement services will be immediately provided to the City, Staff has reviewed and verified the contractor has a valid license and a review of the contractor's references and General and Auto Liability Insurances and Workers' Compensation Insurance are in place naming the City as additional insured.

Fiscal Impact

Funds are budgeted in the Fiscal Year 2023/24 Capital Improvement budget.

Attachments

Attachment 1 - AK Security Alarm Agreement
Exhibit A - Proposal