



## Legislation Text

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**File #:** 16-0540, **Version:** 1

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Chief Administrative Office, Procurement and Contracts Division, recommending the Board consider the following:

- 1) Make findings that it is more economical and feasible to contract out the requested services in accordance with Chapter 3.13, Section 3.13.030, of the County Ordinance for the provision of routine monitoring, maintenance and repair services and on-call maintenance and emergency repair services for the access control systems at various County-operated facilities;
- 2) Authorize the Purchasing Agent to sign Agreement 022-S1711 with Telesonics, Inc. doing business as Sonitrol of Sacramento for a not to exceed amount of \$300,000 over a three (3) year period; and
- 3) Authorize the Purchasing Agent, or designee, to execute further documents relating to Agreement for Services 022-S1711, including future amendments which do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

**FUNDING:** General and Non-General Fund.

### **DEPARTMENT RECOMMENDATION**

Chief Administrative Office, Procurement and Contracts Division, recommending the Board consider the following:

- 1) Make findings that it is more economical and feasible to contract out the requested services in accordance with Chapter 3.13, Section 3.13.030, of the County Ordinance for the provision of routine monitoring, maintenance and repair services and on-call maintenance and emergency repair services for the access control systems at various County-operated facilities; and
- 2) Authorize the Purchasing Agent to sign Agreement No. 022-S1711 with Telesonics, Inc. doing business as Sonitrol of Sacramento for a not to exceed amount of \$300,000.00 over a three (3) year period; and
- 3) Authorize the Purchasing Agent, or designee, to execute further documents relating to Agreement for Services 022-S1711, including future amendments which do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

### **DISCUSSION / BACKGROUND**

Most County facilities have access control and intrusion alarm equipment installed. There are monthly fees for maintenance of this equipment and 24/7 monitoring of the intrusion alarms at our facilities. For the past few years, several departments have had their own individual agreements for these services until these services were combined into one Countywide agreement in July 2013. This is a continuation of this Countywide agreement. Under this agreement, when new monitoring equipment is added to facilities or equipment is removed, the Contract Administrator can make the necessary changes to the associated monthly service fees by sending written notice to Sonitrol. The agreement will be administered by the Facilities Division of the Chief Administrative Office; however, departments will be invoiced directly for their services.

Under the proposed contract, the vendor will perform on-call maintenance and emergency repair

services, in addition to regular monitoring and scheduled maintenance and repair services. As a result, the specific costs for each fiscal year are not known, but are estimated at \$100,000 annually for all services Countywide.

In accordance with chapter 3.13, Section 3.13.030, the Board is being asked to make findings that it is more economical and feasible to contract out for the necessary services as the work is not expressly identified in County job classifications and requires specialized certifications and/or knowledge in Sonitrol access control systems. Additionally, the contractor will provide the equipment, tools, and materials related to providing the work that cannot be feasibly provided by the County.

#### **ALTERNATIVES**

N/A

#### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

N/A

#### **CAO RECOMMENDATION**

Procurement and Contracts is a division of the Chief Administrative Office, and the office concurs with the recommendation.

#### **FINANCIAL IMPACT**

There is no change to Net County Cost. These are required services and sufficient appropriations exist within the Fiscal Year 2015-16 Adopted Budget and the 2016-17 recommended budget. With regard to future fiscal years, should the funding for these services be reduced or eliminated, the County has the option to terminate the agreement.

#### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

#### **STRATEGIC PLAN COMPONENT**

Infrastructure

#### **CONTACT**

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Mollie Purcell, Purchasing Agent