

COUNCIL ACTION FORM

SUBJECT: WATER POLLUTION CONTROL FACILITY SECURITY CAMERA SYSTEM

BACKGROUND:

The Water Pollution Control Facility's (WPCF) Security Camera System was installed in 2004. During the past several years, many parts of the system have become non-functional and others have become obsolete and no longer meet the needs of the facility. The WPCF is staffed at all times and a functioning security camera system is necessary for worker safety and protection of the facility. On June 14, 2018, staff issued a Request for Proposals for the replacement of the WPCF Security Camera System. Proposals were received through July 16, 2018. Three proposals were received and scored by City staff. Scoring was based on Cost, Understanding of the Project, Experience/Qualifications, and Fulfillment of Technical Requirements. A summary of the scoring is included below.

Respondent	Cost Proposal	Proposal Score
Communications Engineering Company	\$ 57,118	193
The Baker Group	\$ 64,662	233
Baker Electric, Inc.	\$ 72,144	190

The FY 2017/18 CIP includes \$50,000 for the Security Camera System Replacement at WPCF. The three proposals received were above the budgeted cost. Savings from the WPC Spare Breaker for Disinfection Building project are available to be transferred to this project to cover the additional cost and allow for contingency, as shown below:

Funding Sources:

FY 17/18 – Security Camera System Replacement	\$ 50,000
Savings from WPC Spare Breaker for Disinfection Building	\$ 26,245
Total Funds Available	\$ 76,245

ALTERNATIVES:

1. a.) Award a contract for installation of a Security Camera System at the Water Pollution Control Facility to The Baker Group of Ankeny, IA.
- b.) Authorize the transfer of \$26,245 in savings from the WPC Spare Breaker for Disinfection Building Project to this project budget.

2. Do not award a contract at this time.

MANAGER'S RECOMMENDED ACTION:

The replacement of the Security Camera System at the Water Pollution Control Facility has been identified in the capital improvements plan. The previous security camera system is no longer fully functional and having a proper, functional security camera system in place is imperative to the operations of the facility. While the cost of proposal exceeds the authorized funding, there are unspent savings available from a recently completed equipment replacement project that can be transferred to this project.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as stated above.