

ITEM # 34
DATE: 02-23-21

COUNCIL ACTION FORM

SUBJECT: CITY FACILITY ACCESS CONTROL SYSTEM

BACKGROUND:

Currently City Hall, all three Fire Stations, and the Power Plant have access to their exteriors and interiors controlled with physical keys. This project is to transition these facilities to an electronic access control system, which will provide enhanced security and convenience.

This access control system will use cards and electronic readers instead of physical keys. The electronic system will provide automatic locking/unlocking of doors, alarms for unauthorized propping of doors, tracking after-hours access, and the ability to remotely control card access. Public groups using City Hall conference rooms after hours will also be able to receive cards programmed for access at specific dates and times, improving customer service.

A consulting firm was hired to review options and develop plans and specifications for the project. Due to the increased availability of wireless options, City Hall will utilize a combination of hard-wired and wireless systems. This will maintain the look of City Hall and reduce costs. The Fire Stations and the Power Plant systems will be predominantly hard-wired. The Power Plant project will also involve installing access control at vehicle gates to areas surrounding the plant.

This system will allow for other City buildings to add access control in the future with minimal additional costs. The system was also specified to work with the City's existing security video system, which will allow for monitoring of both video and door access together instead of separate software.

On Wednesday, February 10, 2021, bids were received as follows:

Bidder	Lump Sum bid for City Hall and Fire Stations	Lump Sum Bid for the Power Plant
<i>Engineer's Estimate</i>	\$395,000.00	\$327,500.00
Commonwealth Electric Company of the Midwest	\$253,949.00	\$390,327.00
Communications Engineering Company	\$318,344.29	\$369,366.68
Walsh Door & Security	\$480,986.00	\$631,506.00

Engineering costs are estimated at \$56,475. Current funding is available in the amount

of \$300,000 in one-time savings from the General Fund, \$39,000 from the General Fund for the Fire Stations, and \$200,000 from the FY 2020/21 Electric CIP. An additional \$228,564.50 will be needed to fund this project.

Total Project Budget	Power Plant	City Hall/Fire Stations	Line Item Total
<i>Expenditures:</i>			
Low Bid	\$390,327.00	\$253,949.00	\$644,276.00
Engineering	\$ 28,237.50	\$ 28,237.50	56,475.00
Contingency	\$ 10,000.00	\$ 30,000.00	40,000.00
TOTAL EXPENDITURES	\$428,564.50	\$312,186.50	\$740,751.00
<i>Revenues:</i>			
General Fund Savings		\$300,000	\$300,000.00
General Fund (Fire)		\$39,000	39,000.00
FY 2020/21 Electric CIP	\$200,000.00		200,000.00
To Be Determined	\$228,564.50		228,564.50
TOTAL REVENUES	\$428,564.50	\$339,000	\$767,564.50

Electric staff needs time to identify additional funding for the shortfall for its part of the project. The project will be brought back to City Council at a later date for further action.

ALTERNATIVES:

1. Accept the report of bids for the City Access Control System.
2. a) Accept the report of bids for the City Access Control System.
 b) Approve the final plans and specifications for the City Access Control System.
 c) Award the City Access Control System to Commonwealth Electric Company of the Midwest of Des Moines, Iowa, in the amount of \$644,276.
3. Award the contract to one of the other bidders.
4. Reject all bids and delay moving forward with project at this time.

CITY MANAGER’S RECOMMENDED ACTION:

Reporting the bids at this time will allow staff an opportunity to review the funding for this project and/or determine if rebidding the project is advisable.

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