

## AGENDA BILL

Beaverton City Council  
Beaverton, Oregon

**SUBJECT:** Contract Award – Integrated Electronic Security System to Replace Aging Security Equipment at All City Sites and Transfer Resolution

**FOR AGENDA OF:** 02-19-13 **BILL NO:** 13056

**Mayor's Approval:** Derry Doyle

**DEPARTMENT OF ORIGIN:** Mayor's

**DATE SUBMITTED:** 2-07-13

**CLEARANCES:** City Attorney  
CAO  
Purchasing  
Finance

WBK  
PHS  
St. Mungit  
HO Clene

**PROCEEDING:** CONSENT AGENDA  
(CONTRACT REVIEW BOARD)

**EXHIBITS:**

1. Resolution
2. Bidder Summary
3. List of Sites and Costs
4. AB 09018
5. Letter to Proposers

### BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$320,655	BUDGETED \$107,421*	REQUIRED \$213,234**

\*Account Number 001-10-0450-384 General Fund – Mayor's Office Building Maintenance Services, Building Maintenance Projects Account.

\*\*The additional appropriations would be established through the attached Transfer Resolution and funded from the contingency accounts of the following funds: the Street Fund \$13,774, the Library Fund \$69,757, the Water Fund \$97,918, the Sewer Fund \$8,476, the Storm Drain Fund \$11,124, and the Public Works Administration Fund \$12,185.

### RECOMMENDED ACTION:

City Council, acting as Contract Review Board:

1. Awards a contract for the Integrated Electronic Security System to Cochran, Incorporated, Tigard, Oregon, in the amount of \$261,646 as the base bid price, plus \$38,050 for Alternate Bid Item 2 (cameras at Harvest Court), and \$20,959 for Alternate Bid Item 3 (cameras at the Public Works Operations complex), for a total contract price of \$320,655 and approves the attached Transfer Resolution, which provides the necessary appropriations for the contract.
2. Defers Alternate Bid Item 1, the upgrade to the current City Hall building, until such time that the Council makes a final decision on the location of the Public Safety and Court facility. Alternate Bid Item 1 will be revised to reflect the purchase and installation of a security system at the South Office building.

### HISTORICAL PERSPECTIVE:

The City purchased a security access control and identification system (card readers and ID badges) in 2002. Since that time, the vendor has closed its North American operations. The parent company in Denmark has limited replacement parts and is unable to offer support. City staff has limited knowledge of programming the system so are unable to, for instance, activate the new card reader in the Police Department for the juvenile jail cell or update the system with other changes. In addition, the access

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control system does not interface with the security cameras, the intrusion (motion detectors) system at the police evidence site or the panic button system.

In February of 2009, staff received Council's approval (Agenda Bill 09018 copy attached) to solicit for bids to replace the security access control system. Staff solicited for proposals in April 2010, but the decision was made to pull the project due to budget considerations at the time (see attached letter to proposers).

The General Fund's FY 2008-09 adopted budget included \$200,000 for replacement of the general portion of the access control system and this appropriation was carried forward each fiscal year and is now in the FY 2012-13 Adopted Budget. Of the \$200,000 appropriation in the General Fund, only \$107,421 is needed at this time as detailed in the attached List of Sites and Costs.

#### **INFORMATION FOR CONSIDERATION:**

In October of 2011, staff determined that it would be prudent to integrate the four systems and hired a security consultant to evaluate the City's needs and prepare a scope of work. Staff received three bids and chose TruSys, Inc., of Lake Oswego, Oregon, in the amount of \$33,264. The consultant, Gary Clark, analyzed each city site and reviewed all documentation on the current security hardware and software to produce his recommendations. TruSys's recommendations were included in the City's solicitation document advertised as an Invitation to Bid (ITB) on December 3, 2012, for an Integrated Electronic Security System.

This system integrates access control, video cameras, motion detectors, and panic buttons, as well as interface with the SCADA system at the water aquifer and reservoir sites. To enhance security and safety, all currently installed analog cameras will be upgraded to digital, allowing for better forensic analysis of the video. In addition, the upgrade also gives the City the opportunity to connect to the "stand-alone" water sites and allows for separation of security systems at the Resource Center, for which access is currently controlled by the Beaverton School District.

#### **The ITB included the following 11 sites, in order of suggested installations (cost details attached):**

- City Hall (front-end server and ID badge printers). (City Hall card reader and camera upgrades were included as Alternate Bid Item 1, as the future of the site is yet undetermined)
- Community Center
- Resource Center (currently not secured with City equipment)
- Branch Library (currently not secured with City equipment)
- Sorrento Pump Station & ASR4
- Sexton Mountain Reservoir
- Sexton Mountain Standpipe
- 209<sup>th</sup> Fluoride Station
- Public Works (a new camera system is included as an alternate)
- Main Library
- Harvest Court/police evidence (pending determination for construction of a Public Safety Center which would include evidence, this site is listed as an alternate, and includes a new camera system)

The ITB called for a "cloud-based" system which will allow expansion to any future sites occupied by City staff. The requirement was also for "open architecture" equipment, which would allow service by multiple vendors.

A mandatory pre-bid meeting was held on December 11, 2012, followed up with mandatory site inspections on December 11, 12 and 13 with 15 vendors in attendance. One bid was received at the bid closing on January 8, 2013 (Exhibit 2 – Bid Summary).

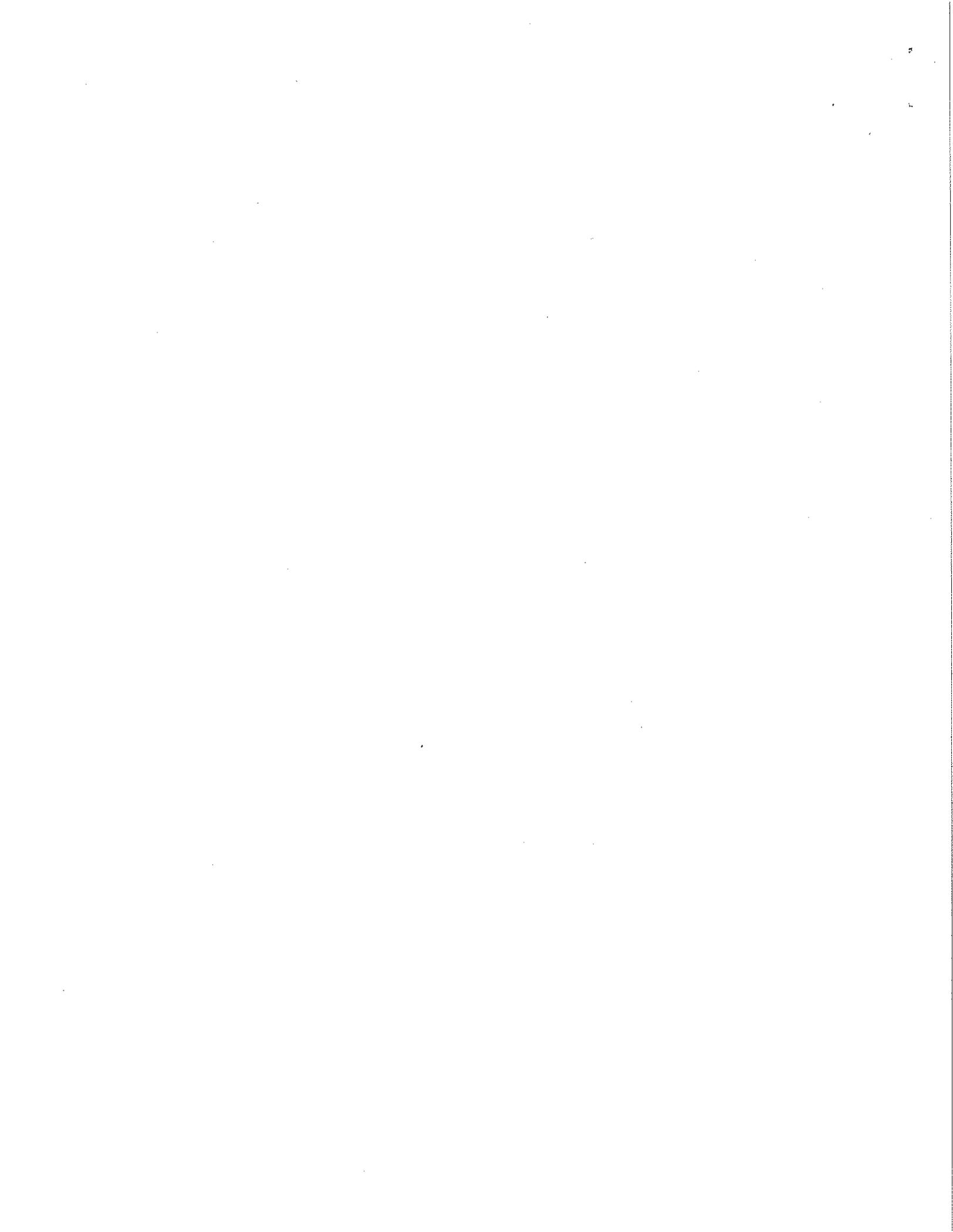
Cochran, Incorporated, of Tigard, Oregon, submitted the lowest responsive bid in the amount of \$438,485 as follows:

- Base Bid \$261,646
- Alternate Bid Item 2 \$ 38,050 (Harvest Court Police Evidence)
- Alternate Bid Item 3 \$ 20,959 (Public Works Complex perimeter cameras)
- Alternate Bid Item 1 \$117,380 (current City Hall)

As stated above, staff at this time recommends awarding the base bid and Alternate Bid Items 2 and 3. Bid Item 1 will be deferred at this time pending the final outcome of administrative staff potentially moving to the South Office Building.

Cochran submitted the required bid documents including the bidder responsibility form and tentative construction schedule. Staff reviewed the qualifications of Cochran and investigated its performance with previous customers. Staff finds that Cochran is qualified to provide and install the Integrated Electronic Security System.

Funding for the additional appropriation of \$213,234 is available from the contingency accounts of the various funds and would be established through the attached Transfer Resolution.



RESOLUTION NO. 4164

A RESOLUTION APPROVING TRANSFER OF APPROPRIATION WITHIN THE STREET, LIBRARY, WATER, SEWER, STORM DRAIN, AND PUBLIC WORKS ADMINISTRATION FUNDS OF THE CITY DURING THE FY 2012-13 BUDGET YEAR AND APPROVING THE APPROPRIATIONS FOR THE FUND

**WHEREAS**, the City Council reviews and approves the annual budget; and,

**WHEREAS**, during the year the Council must authorize the transfers of appropriations from one category of a fund to another fund or from categories within a fund; and,

**WHEREAS**, an additional appropriation of \$213,234 is needed in a combination of the Materials and Services, Capital Outlay, and Transfers Categories the Street, Library, Water, Sewer, Storm Drain and Public Works Administration Funds to purchase and install a new integrated electronic security system, and the expenditure appropriations are available in the Contingency Category of the various funds; now therefore,

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BEAVERTON, OREGON:**

Section 1. The Finance Director is hereby authorized and instructed to transfer the following appropriations out of the Contingency Category of the various funds into the Materials and Services, Capital Outlay, or Transfers Out Category as indicated below:

Street Fund		
Transfer Out to Public Works Admin Fund	101-85-0732-804	\$13,774
Contingency	101-85-0732-991	<\$13,774>
Library Fund		
Materials and Services Building Expense	115-35-0551-384	\$69,757
Contingency	115-35-0551-991	<\$69,757>
Water Fund		
Capital Outlay - Equipment	501-85-0743-671	\$90,502
Transfer Out to Public Works Admin Fund	501-85-0743-804	\$ 7,416
Contingency	501-85-0743-991	<\$97,918>
Sewer Fund		
Transfer Out to Public Works Admin Fund	502-85-0753-804	\$ 8,476
Contingency	502-85-0753-991	<\$ 8,476>
Storm Drain Fund		
Transfer Out to Public Works Admin Fund	513-85-0734-804	\$11,124
Contingency	513-85-0734-991	<\$11,124>

Public Works Administration Fund  
Revenues from Transfers In

Street Fund	605-03-0000-412	\$13,774
Water Fund	605-03-0000-419	\$ 7,416
Sewer Fund	605-03-0000-421	\$ 8,476
Storm Drain Fund	605-03-0000-441	\$11,124

Expenditures

Materials and Services Building Expense	605-85-0681-384	\$52,975
Contingency	605-85-0681-991	<\$12,185>

Adopted by the Council this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

Approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Catherine Jansen, City Recorder

\_\_\_\_\_  
Denny Doyle, Mayor

**CITY OF BEAVERTON  
 BID SUMMARY  
 CONSTRUCTION OF Integrated Electronic Security System #2729-13**

**TO:** Mayor & City Council  
**FROM:** Purchasing Division

**SUBJECT:** Bid Opening

Bids were opened on January 8, 2013, at 2:00PM in the FINANCE CONFERENCE ROOM

Witnessed by: Pat VanOsdel & Gary Thompson

VENDOR NAME CITY, STATE	Bid Proposal- Certification	Bid Bond	Ack Addenda	Const. Sched Form	Bidder Responsibility Form	Total Installed System Price	Total System Price Plus Alternate 1 City Hall	Total System Price Plus Alternate 2 Harvest Court Site	Total System Price Plus Alternate 3 Public Works - VMS
COCHRAN, INC. TIGARD, OR	X	X	X	X	X	\$261,646.00	\$379,476.00	\$299,696.00	\$282,605.00

The Purchasing process has been confirmed.

Signed: *Pat VanOsdel*  
 Purchasing Division-Finance Dept.

The above amounts have been checked:  YES  NO

Date: 1-8-2013

List of Sites and Costs

Fund	Acct	Site	Cost	Work
General	001-10-0450-384	City Hall	\$26,577	Control equipment installation in server room, software, and training
		Community Center	\$16,696	2 CR upgraded, 1 CR added, 3 cameras added
		Resource Center	\$26,098	5 CR added
		Alternate # 2 Harvest Court	\$38,050	3 CR upgraded, 3 cameras added, motion detection upgraded
		<b>total w/o alternate # 1</b>	<b>\$107,421</b>	
Library	115-35-0558-384	Branch Library	\$19,525	2 CR added, 1 camera added
	115-35-0551-384	Main Library	\$50,232	5 CR upgraded, 2 CR added, 5 cameras upgraded, 4 cameras added, including one to scan City Park
		<b>total</b>	<b>\$69,757</b>	
Water	502-85-0743-600	Sorrento Pump & Well House	\$35,611	7 CR upgraded, 2 CR added, 4 cameras upgraded, 2 cameras added to ASR 4
		Sexton Mtn Reservoir	\$28,683	1 CR upgraded, 1 CR added, 4 cameras added
		Sexton Mtn Standpipe	\$10,845	1 CR upgraded, 3 cameras upgraded
		Fluoride Station 209th	\$15,363	3 CR upgraded, 2 cameras upgraded, 1 camera added
		<b>total</b>	<b>\$90,502</b>	
Public Works	605-85-0681-384	Public Works/Operations	\$32,016	15 CR upgraded
		Alternate # 3 PW/Operations	\$20,959	Exterior camera system added with 7 cameras around property
		<b>total</b>	<b>\$52,975</b>	
For your information		Alternate # 1 City Hall	\$117,830	50 CR upgraded, 3 CR removed, 6 CR added, 23 cameras upgraded, 1 camera added (dependent on future use of the site)

**AGENDA BILL**

**Beaverton City Council  
Beaverton, Oregon**

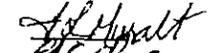
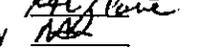
**SUBJECT:** Authorize Staff to Solicit for Proposals to Replace the Security Access Control System at all City Facilities

**FOR AGENDA OF:** 02-09-09 **BILL NO:** 09018

**Mayor's Approval:** 

**DEPARTMENT OF ORIGIN:** Public Works 

**DATE SUBMITTED:** 01-21-09

**CLEARANCES:** Purchasing   
Finance   
City Attorney 

**PROCEEDING:** Consent Agenda

**EXHIBITS:**

**BUDGET IMPACT**

EXPENDITURE REQUIRED \$	AMOUNT BUDGETED \$250,000*	APPROPRIATION REQUIRED \$0
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\* Account Number 001-85-0450-998 General Fund – Public Works Building Services Program - Reserve Account.

**HISTORICAL PERSPECTIVE:**

The City purchased a new security access control and identification system in 2002. Since that time, the vendor has closed their North American operations. All parts for repair/expansion must be purchased from Norway which takes some time and is not acceptable in an emergency. Additionally, service is non-existent in the States. Public Works staff has learned how to maintain the system as is, but are not knowledgeable on expanding or reprogramming a specific site. Recently more problems have developed at two of our remote sites – the Police Evidence building and the Community Center.

The FY 2008-09 Adopted Budget includes \$250,000 in a reserve account for replacement of the security system. If the security system is recommended to be replaced, these funds could be appropriated through a transfer resolution.

**INFORMATION FOR CONSIDERATION:**

In order to find the best solution for our security needs, staff would like to advertise via a Request for Information (RFI) to gather information on the latest technology in the security field prior to preparing a Request for Proposal (RFP).

An evaluation committee comprised of representatives from six departments in the City: Finance, City Attorney, Information Systems, Risk Management, Police and Public Works will review the information gathered to determine what type of technology would work best for the City. The committee will then develop and solicit a Request for Proposal based on the selected technology.

After the RFP is issued, evaluated and a preferred vendor selected, staff will bring forward an agenda bill to award the contract and also to appropriate the necessary funding from the \$250,000 reserve account.

**RECOMMENDED ACTION:**

Authorize staff to issue a Request for Information and a Request for Proposal to replace the security system.



## CITY of BEAVERTON

4755 S.W. Griffith Drive, P.O. Box 4755, Beaverton, OR 97076 General Information (503) 526-2222 V/TDD

May 5, 2010

To: All Proposers

Re: Lenel OnGuard (or Equal) Integrated Security Access Control System  
City of Beaverton Solicitation #2301-10B

Dear Security Access Control System Proposers:

The city of Beaverton is in the process of preparing its budget for the upcoming 2010/11 fiscal year. Through that process some difficult decisions have had to be made in order to balance expected revenues and expenditures. In this regard, we regret to inform you that one of those difficult decisions has been to cancel the procurement of an integrated security access control system to replace the city's current security system.

These decisions are never easy, but on balance we have determined that terminating this procurement is in the best interests of the city. Looking forward, we will evaluate our circumstances next year in the late spring or early summer of 2011. All other things being equal, if we are certain we can complete the procurement of an upgraded security system we may re-issue a request for proposals at that time.

We appreciate the time and effort you have expended on this procurement. We sincerely regret that no contract will be awarded this year.

Yours Truly,

Patrick O'Claire  
Finance Director

cc: bid file