

## REPORT TO THE CITY COUNCIL

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**DATE:** September 17, 2019

**TITLE:** Low Voltage System for the New City Hall Project

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**Reviewed by:** Luke Rainey, Deputy City Manager

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### RECOMMENDATION

**Award the bid and authorize the City Manager to execute a Public Works Construction Agreement with AMS Connect to provide design, construction, equipment, and maintenance of a Low Voltage System for the New City Hall project in an amount of \$653,093.56 plus a 5% contingency for a total not to exceed \$685,748.24.**

### BACKGROUND

The new City Hall and Council Chambers requires the design and installation of a Low Voltage System. A Low Voltage System is necessary for the daily operations of City Hall, supporting Information Technology, Security, and Audio/Visual systems. Staff met separately with two low voltage contractors and set forth the main infrastructure objectives including: 1) Audio/Visual Systems; 2) Security Cameras and Secured Access Systems; 3) Data Cabling Systems; and 4) an Emergency Operations Center (EOC). The contractors responded to these objectives by recommending the City utilize the following elements:

- The ability to connect the new City Hall building's servers, computers, phones, printers, TV displays, wireless devices, and other technology through the use of networking equipment and/or fiber optical cables.
- The ability to connect the new City Hall building to the existing Administration building together through the use of networking equipment and/or fiber optical cables.
- The ability to video record public spaces both inside and outside of the new City Hall building through the use of static and pan/tilt/zoom video cameras and recording equipment.
- The ability to secure the buildings and control access to the employee parking lot and employee areas of City Hall through the use of transponder activated door locks.
- The ability to monitor all secured doors, windows, and indoor areas through the use of sensors and sensing technology, utilizing 24/7 security monitoring.
- The ability to provide public meetings and conduct the City's business through the use of technology within the Council Chambers. This technology includes a combination of video cameras, computers, streaming media devices, iCompass software, display monitors, microphones, interactive touch screens, speaker systems, and assisted listening devices.
- The ability to swiftly convert the Council Chambers into an Emergency Operations Center (EOC) during an emergency situation. This includes the ability to scale the configuration of the EOC based on activation needs through the use of modular networking stations, a rolling digital white board display, and additional networking and audio-visual receptacles on the North and South walls of the Council Chambers.

- The ability for staff to conduct internal meetings through the use of technology within the Study Session room, Conference room, and Small Meeting room. This technology includes a combination of digital white board displays, computers, streaming media devices, video and audio conferencing, and room scheduling systems.

## **Maintenance**

The agreement provides the City with a two years maintenance plan that includes the following regularly scheduled tasks:

### **Bi-weekly Services**

- Remote connection testing of camera functions, such as PTZ movement, white light illumination, and infrared.

### **Monthly Services**

- Clean and maintain exterior cameras such as removing dust, water spots, or other viewing obstructions by spraying a cleaning solution and wiping with a cloth, or other method as recommended by the camera manufacturer. Report any repairs or replacements as necessary.
- Remote connection to the camera server system to maintain latest security and software updates, and to verify video backups and retention schedule is maintained.
- Remote connection to verify adequate server and camera resources for proper system function.
- Remote connection to test the automated camera features and system presets.
- Report on any repairs or replacements as necessary.

### **Quarterly Services**

- Clean and maintain interior cameras such as removing dust, or other viewing obstructions by spraying a cleaning solution and wiping with a cloth, or other method as recommended by the camera manufacturer. Report on any repairs or replacements as necessary.

### **Bi-annual Services**

- On-Site verification of access control system operation at each door/window/gate etc. Report any deficiencies or wear of door openings and structure. Report any repairs or replacements as necessary.
- On-site security system maintenance. Check backup batteries, sensors, contacts, and keypad response. Report any repairs or replacements as necessary.
- On-site emergency systems testing including: audio annunciation systems, emergency access lockdown system, security system, and coordination with Fire Department on fire alarm system testing. Report any repairs or replacements as necessary.

### **Annual Services**

- On-site distributed video system testing to all displays in the facility. Maintain local and distributed device system and/or firmware updates and verify account access.
- On-site Council Chamber audio-visual system testing including audio distribution, video distribution, microphone systems, network connectivity, voting systems, and related systems.

- On-site Emergency Operations Center (EOC) equipment testing including all hardware, communications, and system interfaces.
- Inspect interior and exterior wires (where accessible), paths, junction points, splice points, and cable terminations.
- Report on any repairs or replacements as necessary.

**PROCESS**

Staff utilized the expertise of two separate contractors to develop the scope of work for a Request for Proposals (RFP) issued on August 8, 2019. The RFP was posted in The Desert Sun, PlanIt Reprographics (a local valley clearing house for public bid solicitations), and emailed to the vendors that met with Staff. Throughout the posting duration, Staff answered incoming questions from potential bidders.

The City received two bids: 1) from AMS Connect; and 2) from AVIR. The bids were reviewed by Staff for: 1) pricing, 2) experience and qualifications, 3) proposal completeness, and 4) references. After review, the proposals were ranked in the following order:

Rank	Vendor	Pricing
1	AMS Connect	<b>Total (without maintenance): \$624,293.56</b> (2) Year Maintenance \$28,800.00  <u>Cost Breakdown</u> <i>Design:</i> \$25,795.50 <i>Equipment:</i> \$366,338.64 <i>Construction:</i> \$232,159.42
2	AVIR	<b>Total (without maintenance): \$629,237.09</b> (2) Year Maintenance (Not included in proposal)  <u>Cost Breakdown</u> <i>Design:</i> Not included in proposal <i>Equipment:</i> \$377,682.92 <i>Construction:</i> \$202,254.84

Staff rated the proposal from AMS Connect as the highest value to the City, based on pricing, thoroughness of proposal, and demonstrated experience and qualifications. AMS Connect provided the most cost-effective equipment procurement proposal.

AMS Connect is based in Palm Desert and is a local minority-owned company. By partnering with a full-service company like AMS Connect, the City will have access to multiple areas of expertise.

**FISCAL IMPACT**

As part of the construction budget for the New City Hall project, an amount of \$1,000,000 was allocated for IT infrastructure (including audio, visual, and security items), which is funded by the City Hall Construction Fund (Fund 222).

**EXHIBIT(S)**

- 1) Request for Proposals (RFP) Low Voltage System
- 2) Proposal – AMS Connect
- 3) Draft Agreement