



AGENDA REPORT

Meeting Date: May 20, 2008
Item Number: F-15
To: Honorable Mayor & City Council
From: Charles Ackerman, Project Administrator
Subject: APPROVAL OF THE AWARD OF A CONTRACT TO SECURITAS SECURITY SYSTEMS USA, INC. FOR THE POLICE & LIBRARY CARD ACCESS REPLACEMENT PROJECT; AND APPROVING PLANS AND SPECIFICATIONS THEREFOR; AND
APPROVE A PURCHASE ORDER IN THE AMOUNT OF \$621,600.90 TO SECURITAS SECURITY SYSTEMS USA, INC. FOR THE CONTRACT WORK

Attachments:

1. Agreement
2. Categorical Exemption

RECOMMENDATION

Staff recommends that the City Council move to approve the award of a contract to the lowest responsible bidder, Securitas Security Systems USA, Inc. for the Police & Library Card Access Replacement Project, in the amount of \$541,600.90; approval of the construction contingency of \$80,000; approval of the plans and specifications for the Project, dated April 4, 2008, which are adopted and approved with respect to design criteria; and approval of the purchase order in the amount of \$621,600.90.

INTRODUCTION

The existing access control system was installed in the Police Facility and Library as part of the Civic Center project in the late 1980s. The system utilizes obsolete technology and cannot be expanded or modified to address the City's current security needs. Maintenance and repair services are no longer available. Replacement of the system is intended to be in a phased approach, which started with City Hall and is being followed by the Police Facility, Library, and Fire Station Headquarters.

DISCUSSION

The security consulting firm of TRC Security prepared the plans and specifications for the project, which consist of replacement of the existing card readers with new AMAG controllers, card readers, and new cabling from the readers to the control panels. In

various door locations to add electronic access control to doors that currently are not equipped for card access.

The plans and specifications for the project were reviewed by Project Administration staff along with representatives from the Library, Information Technology, and Police Department to confirm that it will meet the program requirements for access control and improved security. The contract documents specified the base bid work, which addresses the Police, Library, and Information Technology facilities.

In addition to the base bid, two bid allowance items were included in the bid package as follows:

- Bid allowance 1: Provide for fire caulking material where installation of conduits or cables penetrates fire rated partitions, in the amount of \$2,500.
- Bid allowance 2: Provide for the replacement of the existing cipher lock access control equipment with AMAG controller and card readers at Fire Station Headquarters, in the amount of \$50,000.

Five firms attended the mandatory job walk and obtained bid documents for this project. The project was advertised in the local Beverly Hills newspapers, and the construction trade plan room, McGraw-Hill Construction Information Group (Dodge Report).

On April 30, 2008, three bids were received. The bids results are as follows:

<u>Bidder</u>	<u>Base Bid</u>
Securitas Security Systems USA, Inc.	\$541,600.90
ASSI	\$555,800.00
Robnett Electric	\$685,500.00

The low bidder, Securitas Security Systems USA, Inc., submitted a responsive bid, and as reported by the State Contractors Licensing Board, their license is current and in good standing. Review of the firm's references indicates that the firm has successfully executed similar work.

The staff's cost estimate was \$600,000 including the bid allowances, and is within the range of the base bids received.

The total contract amount is \$541,600.90, including the above allowance bid items. In addition, a contingency of \$80,000 is recommended for changes due to unforeseen conditions to complete the work.

The bid documents specify a 120 calendar day completion period for the work, resulting in completion of the project in October 2008.

Subject to the implementation of this contract work, a majority of City offices, including the Civic Center complex, Public Works Facility, and all water sites will have been upgraded to the AMAG access control system through the City's local area network (LAN), and will provide long-term facility access control and security. Expansion of this system will be integrated into all future City facility projects, including the park sites.

The Department of Community Development has reviewed the project for environmental impact and concluded that the project qualifies for a categorical exemption under the

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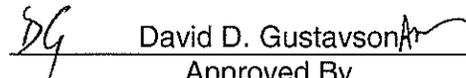
procedures adopted by the City of Beverly Hills, and no further environmental assessment is necessary.

FISCAL IMPACT

Funding for this contract work in the amount of \$621,600.90 has been budgeted from the 07-08 Capital Improvement Program (CIP) budget for the Security System Upgrades Project #0781 and is available for these services.



Scott G. Miller
Finance Approval



David D. Gustavson
Approved By

APPENDIX A

FORM OF CONTRACT

This contract ("Contract") is entered into by and between the City of Beverly Hills ("City"), a California municipal corporation, and SECURITAS SECURITY SYSTEMS USA, INC. a Corporation, whose address is 6106 San Fernando Road, Glendale, CA 91201.

In consideration of the agreements herein contained, the parties agree as follows:

1. WORK TO BE PERFORMED. Contractor shall furnish at Contractor's own expense all labor, materials, supplies, equipment, tools, transportation and other items of expense necessary to complete in a workmanlike manner all Work in accordance with the terms and conditions of the Contract, except for the labor, materials, supplies, equipment, tools, transportation and other items of expense as may be required to be furnished by the City. The Work is defined in detail in the Contract Documents, which govern the interpretation and performance of this Contract, but may be generally described as follows:

POLICE & LIBRARY FACILITIES CARD ACCESS REPLACEMENT

2. CONTRACT DOCUMENTS. This contract consists of this Form of Contract and the following Contract Documents, including all exhibits, appendices, addenda, drawings, specifications and documents therein and attachments thereto, all of which are by this reference incorporated herein and made a part of this Contract:

- SECTION 1: NOTICE INVITING BIDS**
- SECTION 2: INSTRUCTIONS TO BIDDERS**
- SECTION 3: SPECIAL CITY REQUIREMENTS**
- SECTION 4: GENERAL SPECIFICATIONS**
- SECTION 7: ADDITIONAL FORMS**

as contained in City's Bid Document for Bid No. 08-23, dated April 4, 2008 and

- SECTION 5: BIDDER'S BID**
- SECTION 6: SIGNATURE PAGE AND LEGAL STATUS**

of Contractor's Bid in response thereto, all of which are incorporated herein by reference, and all of which shall comprise the Contract Documents for this Contract. If any item of the Scope of Work, Payment Schedule, or any other item of the Bid Package is modified by either of the parties or arrived at by negotiation between the parties, that item as finally agreed upon by the parties shall also become a Contract Document, it shall supersede the corresponding item of the Bid Package, if any, and it shall be subject to all terms and conditions of the Contract.

3. PERFORMANCE PERIOD. Contractor shall commence Work after execution of the Contract, and shall complete all Work in 120 calendar days from the date of Notice To Proceed as set forth in the Contract Documents.

4. PAYMENT. City shall pay Contractor as full consideration for the satisfactory performance by Contractor of all Work required under this Contract the sum of Five Hundred Forty-one Thousand Six Hundred Dollars and Ninety Cents (\$541,600.90), payable as provided in the Contract Documents.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed as of the date stated below.

DATED: _____

DATED: _____

CITY OF BEVERLY HILLS
"City"

SECURITAS SECURITY SYSTEMS USA, INC.
"Contractor"

BARRY BRUCKER
Mayor of the City of Beverly Hills

By: _____

ATTEST:

By: _____

BYRON POPE
City Clerk

APPROVED TO FORM:

APPROVED AS TO CONTENT:

LAURENCE S. WIENER
City Attorney

RODERICK J. WOOD
City Manager

DAVID D. GUSTAVSON
Director of Public Works & Transportation

ALAN SCHNEIDER
Director of Project Administration

KARL KIRKMAN
Risk Manager



COMMUNITY DEVELOPMENT DEPARTMENT

455 N. Rexford Drive
Beverly Hills, CA 90210-4817
(310) 285-1123
FAX: (310) 858-5966

www.beverlyhills.org

CITY OF BEVERLY HILLS

Categorical Exemption

NAME OF PROJECT Police & Library Card Access Replacement Project

LOCATION 444 N. & 464 N. Rexford Drive, Beverly Hills, California

TYPE OF BUSINESS (IF COMMERCIAL) Police Department & Public Library

PROJECT DESCRIPTION Replacement of existing card readers and controllers and installation of new electronic door hardware in buildings.

APPLICANT'S NAME City of Beverly Hills PHONE 310-285-1132

APPLICANT'S ADDRESS Project Administration 345 Foothill Road

CITY Beverly Hills, CA ZIP 90210

IF DIFFERENT, PROVIDE:

AGENT'S NAME PHONE

AGENT'S ADDRESS

CITY ZIP

The undersigned, having received this project for processing, has reviewed it for environmental impact and concluded that the project qualifies for a categorical exemption under the procedures adopted by the City of Beverly Hills and no further environmental assessment is necessary.

Applicable Exemption Class 1

COMMENTS OPERATION, MAINTENANCE OF EXISTING PUBLIC FACILITY, NO EXPANSION IN CAPACITY.

REVIEWED BY [Signature] Date 5/8/08

FEE \$ (See current Planning Department Fee Schedule)