



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item Number: 6.G

Title:	Recommendation to Approve the Purchase and Installation of KeyScan Door Access Security System Components required for Environmental Services Security KeyScan Systems
Presenter:	Paul Hopkins

Meeting: Government Services Committee

Date: March 22, 2021

Proposed Cost: \$68,000

Budgeted Amount: \$68,000

Not Budgeted:

Executive Summary *(if not budgeted please explain):*

Municipal Well Houses and Wastewater Facilities are required to have access security by State and Federal Regulations. This is done by utilizing the City IT Infrastructure to track and annunciate events through programmed door controllers and access components for these facilities. This is the most reliable and cost effective method.

The KeyScan door access systems for all the required locations have been investigated, engineered, and reviewed by Public Works Environmental Services and Public Works Electric Meter and Communications managers. The required components are City Inventory stocked items and will be installed by City staff.

Attachments *(please list):*

*Bid Waiver Form

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve purchase and installation of the required KeyScan components for the Water and Wastewater Facility door access security systems.

BID WAIVER

One Time Today through _____



Description:

Requested Vendor:

Requested by:

Date: March 22, 2021

Approvals:

_____ Department Head

_____ Procurement

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$ _____ for this one time order, and/or
\$ _____ for a 12 month period.

2. This good/service has been competitively solicited within the past 24 months. Yes No
If yes: Was the solicitation published on the city website? Yes No

3. Justification for Bid Waiver

Emergency i.e. declared by the Mayor and applicable to EOC/FEMA procedures.

Urgent i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.

Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**

A responsible **contractor was on site** performing a related repair, and, based on professional judgement; it was prudent to request this service/repair from said contractor.

These goods are replacement parts for a **warranted item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.

These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.

These goods utilize a **proprietary, patent, trademark, or customized programing** resulting in lack of competition.

These goods are **standardized** for operational safety and efficiency.

These goods are only available through the provider's **local distribution** channels.

Other: