

**City of Culver City, California
Agenda Item Report**

Meeting Date: November 14, 2011		Item Number: <u>C-5</u>	
CITY COUNCIL AGENDA ITEM: Approval of a Professional Services Agreement with CelPlan, Inc. for the Jail Surveillance System Upgrade Project to the Police Department.			
Contact Person/Dept.: Carmen Zarate		Phone Number: (310) 253-6133	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Public Notification: Meetings and Agendas – City Council (11/11/11)			
Department Approval: Scott Bixby (11/02/11)		City Attorney Approval: Carol Schwab (by H. Baker) (11/09/11)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (11/10/11)		City Manager Approval: John M. Nachbar (11/10/11)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council approve a professional services agreement with CelPlan, Inc. for the installation, upgrade and design of a security camera systems in the Police Department for a not to exceed amount of \$132,000.00. This amount includes a 10% contingency factor for unforeseen issues which may arise during the project. <u>BACKGROUND:</u> In 2009 the City of Culver City was granted and allocated funding through the JAG ARRA 2009 program for a comprehensive upgrade to its existing security video surveillance cameras, monitoring, data recording and supporting systems. Existing cameras and recording equipment within the Jail Facility are inadequate for current and future needs. Two older, analog, fixed-focus, stationary cameras and the audio capture and recording systems which currently provide surveillance coverage for the two primary Jail corridors are in need of replacement Additionally, the number of surveillance cameras within the Jail Facility will need to be increased in order to provide adequate coverage. Audio recording capabilities at designated locations within the Jail Facility are an integral part of the overall scope of providing the Department with up to date technology to provide a safe environment for our employees and to the community we serve.			

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DISCUSSION:

On June 2011, the Police Department solicited a Request for Proposal (RFP), #1481-R to enhance and upgrade the current system.

As a part of the proposal process, the Department held a proposer's meeting and a site job walk with all potential proposers for this project to provide a current and detailed review of the existing system.

The first job walk yielded 25 potential proposers. Police Department staff provided a detailed analysis of the current system, expectations, and anticipated results including inter-connectivity requirements and new locations for additional cameras. Staff also discussed the requirements and anticipated elements of systems to be installed which includes a total of 26 new cameras. The Department received twelve (12) proposals. A rating system was developed to determine the most responsive proposals. The following criteria were used to evaluate the proposals:

- 40% pricing
- 60% for responsiveness, technical understanding, solution approach, experience, and references.

The analysis is as follows:

	Proposer	Bid Price	Evaluation Score
1	CelPlan, Inc.	\$ 119,994.40	95
2	Justice Systems Corp	\$ 89,695.00	94
3	American Security Group, Inc.	\$ 113,260.83	86
4	Sierra Group, Inc.	\$ 113,223.96	84
5	Metro Video Systems, Inc.	\$ 113,918.69	83
6	Quintron, Inc.	\$ 91,228.92	78
7	LDM Engineering	\$ 108,964.00	68
8	Ingersoll Rand	\$ 133,910.06	67
9	West Corporation	\$ 118,241.79	65
10	Priority Communications	\$ 100,243.76	59
11	LSA Security	\$ 69,132.35	48
12	Leverage Information Systems	\$ 198,538.12	46

LSA Security, Inc. was the lowest priced proposer; however, their submission did not provide sufficient explanation of their expertise nor outline their approach to jail facility installations. LSA Security's submission was less responsive when compared to the selected proposer's bid. With these factors in mind, CelPlan, Inc. was selected as the most well rounded and quality proposer as listed below:

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1. Scope and expanded services and facilities
2. Pricing
3. Hardware and software solution quality
4. 3 year warranty on all equipment/parts and one-year warranty on labor/installation with time and materials option

CelPlan, Inc. provided a comprehensive proposal with good technical proficiency, quality and a clear understanding of the longer-term solution compared to the scope of work for this project and projection for future expansion.

FISCAL ANALYSIS:

The City received \$81,497.96 in US Department of Justice Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Program Funds under the American Recovery and Reinvestment Act (ARRA) of 2009 for this project. The Police Department intends to use asset forfeiture funds for the remaining amount of \$50,502.04. There will be no general fund monies used for this project. All expenditures for this project will be paid from DOJ-Byrne JAG program grant funds from account 41442500 and State Asset Seizure funds from account 41641300.

ATTACHMENTS:

None

MOTION:

That the City Council:

1. Approve a professional services agreement with CelPlan, Inc. in an amount not to exceed \$132,000 for the installation of a security camera system and upgrade in the Police Department, and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.