

STAFF REPORT

BOARD MEETING DATE: December 19, 2023

CATEGORY: Consent Calendar {{item.number}}

SUBJECT: Award RFQ 23-25 for access control and surveillance systems for County facilities to World Telecom and Surveillance, Inc., and True Telecom & Surveillance, Inc., and designate authority to sign agreements including retroactive.

DEPARTMENT: Public Works

SUPERVISORIAL DISTRICT #: All

DEPARTMENT CONTACT: Troy Bartolomei, Interim Director of Public Works, (530) 225-5661

STAFF REPORT APPROVED BY: Troy Bartolomei, Interim Director of Public Works

<u>Vote Required?</u>	<u>General Fund Impact?</u>
Simple Majority Vote	No Additional General Fund Impact

RECOMMENDATION

Award RFQ 23-25 for access control and surveillance systems for County facilities to World Telecom and Surveillance, Inc., (World Telecom) and True Telecom & Surveillance, Inc., (True Telecom) and authorize the County Executive Officer to sign contracts, including retroactive, in an amount not to exceed \$200,000, with no single project to exceed \$60,000, for a one-year terms, with two automatic renewals, with both contractors so long as the contracts comply with Administrative Policy 6-101, *Shasta County Contracts Manual*, and have been reviewed and approved by County Counsel and Risk Management.

DISCUSSION

On June 12, 2023, County Purchasing released RFQ 23-25 for access control and surveillance systems services. Four contractors submitted proposals: World Telecom, True Telecom, HCI System, Inc., and Siemens. World Telecom and True Telecom had the highest-ranking proposals. The difference was minimal. Both contractors provided competitive submittals with similar pricing. Both firms have performed well on past contracts. It is recommended that the award be made to both firms. Notices of Intent to Award were mailed on July 20, 2023. No protests were received. It is recommended that the Board authorize the County Executive Officer to sign contracts with both contractors. World Telecom's previous contract expired on November 2, 2023. In the interim World Telecom has continued to supply services to the County requiring their new contract be retroactive to November 3, 2023. True Telecom has an existing contract with the County which will be replaced with the new contract, once executed.

ALTERNATIVES

The Board may decline to proceed with the contracts at this time. Declining any part of the proposed action will prevent the Department from moving forward with the agreements. The work is specialized, and outside services are required. The Board may direct the department to perform the work under multiple small contracts. Aggregate contracts provide for quick response when problems arise and save on administrative costs. If the Board chooses not to move forward with the recommended action, the Department will not be able to pay outstanding invoices and will experience delays in scheduled projects.

OTHER AGENCY INVOLVEMENT

County Purchasing managed the Request for Quotes process. County Counsel has approved the contracts as to form. Risk Management has approved the contracts. The recommendation has been reviewed by the County Administrative Office.

FISCAL IMPACT

Sufficient appropriations for these services are included in the Fiscal Year 2023-24 Facilities Management Administration Budget. Departments benefiting from these services will reimburse Facilities Management.

ATTACHMENTS:

1: N/A