



Agenda Item # _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Aldinger and Members of the City Council

THROUGH: Geoff Dolan, City Manager

FROM: Bruce Moe, Finance Director
Rod Uyeda, Police Chief
Derrick Abell, Lieutenant
Gwen Eng, General Services Manager

DATE: November 6, 2007

SUBJECT: Consideration of Award of Contract to FocusMicro for the Purchase of a Video Surveillance System for the Metlox Parking Structure in the Amount of \$55,850

RECOMMENDATION:

Staff recommends that the City Council; a) award RFP #719-07 to FocusMicro in the amount of \$55,850 for the purchase of a video surveillance system for the Metlox parking structure, b) authorize the transfer of \$55,850 from the CIP Fund to the Parking Fund, and c) appropriate \$55,850 from the Parking Fund.

FISCAL IMPLICATION:

This is not a budgeted item. As a result, if this project is approved, funds totaling \$55,850 will need to be appropriated. The Parking Fund, which is the appropriate fund for this expenditure, does not have sufficient available fund balance for this project. As a result, staff recommends that Council authorize the transfer of \$55,850 from available Capital Improvement Project (CIP) funds to the Parking Fund, and then appropriate \$55,850 from the Parking Fund. There is approximately \$1.9 million available in the CIP Fund before this transfer. If this purchase is approved, funding for future maintenance will be budgeted accordingly (approximately \$5,000 annually).

BACKGROUND:

At the December 19, 2006 Council meeting, staff was tasked with developing cost estimates for a video surveillance system for the Metlox parking structure. Council's direction was part of the City Council 2005-2007 Work Plan to research ways to enhance Downtown security. Staff was also tasked with making arrangements for the installation of an emergency call box for public use in the upper parking structure, next to the parking structure office space.

Since this structure opened in January 2004, the construction of an underground parking structure did raise concerns about the perceived safety and the possibility of crimes occurring below ground. Council discussed and agreed that staff should research and facilitate the installation of an emergency call box and obtain pricing for cameras that capture images of movement on the ground

floor, stairwells, and ingress/egress to the structure.

DISCUSSION:

Staff's first course of action was to make arrangements for the emergency call to box to be installed next to the Metlox parking structure office space. Staff researched and evaluated a number of emergency call box options and determined that a wall mounted push button emergency call box was the most feasible option for this project. The emergency call box has been installed and is currently operational. Signage was also affixed to the exterior office wall adjacent to the emergency call box. During the last six months that this emergency call box has been in operation, there have not been any reported emergency or false calls for service (i.e. 911 hang-ups or prank calls).

Staff then obtained the services of a Vector Resources to provide specifications, review bid responses, and offer recommendations for the digital video portion of the project. Vector Resources has worked with City on numerous other projects, most notably, the recent Police & Fire facility building project.

With the assistance of Vector Resources, staff developed criteria for the selection, evaluation and installation of a video surveillance system. Staff determined that the system should include cameras with protective housings, conduit for cabling, and a digital storage device. It was evident during the job walk that the existing conduit in the structure was not sufficient for the amount of wiring that was required for this project and that coring into the cement parking structure would be necessary to run the conduit between the upper and lower levels. In addition, it was agreed that the surveillance system would not be monitored and any incidents captured would be reviewed at a later time as necessary by police and the recorded data would need to be held for 100 days pursuant to State law. It should be noted that since the beginning of the year, there have been no reported crimes in the parking structure.

A total of six vendors were sent RFP's and four responses were received. A summary of pricing offered by each vendor is shown below:

<u>Bidder</u>	<u>Total Price (including tax)</u>
1. AISI	\$ 22,100
2. FocusMicro	\$ 55,850
3. Telenet VoIP, Inc	\$130,260
4. Metro Video Systems	No bid

The award selection is based upon many factors: prior experience, expertise, equipment, warranty, references, and cost. Although, AISI offered the lowest pricing, they offered a solution that is untested in underground structures and were not timely in their reply, consequently, their bid was considered non-responsive. The next vendor, Focus Micro met all specifications and has excellent references. Based upon these factors, staff recommends that Council award RFP #719-07 to FocusMicro for the purchase of a video surveillance system for the Metlox Parking Structure.

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If approved, the contract will be in the form of a purchase order and the system will be installed in 7-9 weeks.