Staff Report

April 30, 2024 Council Workshop Meeting

Access Control Security Statement of Work
Michelle Jackson, Information Technology Director
Time Estimate: 10 minutes

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BACKGROUND: The Access Control Security Project, facilitated through our partnership with Avigilon, builds upon a series of discussions and planning efforts to enhance municipal security. Currently, our facilities utilize a mix of no physical security, aging, and moderately updated security systems. The proposed contract with Avigilon, a leading security solutions provider and an approved vendor under the WISPC interlocal agreement, aims to comprehensively upgrade and expand these systems. This initiative was previously discussed in council meetings over the past year under facilities assessment. The project aligns with and supports enhancements as a result of the facilities assessment findings.

SUMMARY: The primary objective of the Access Control Security Project is to significantly enhance the security and safety of our municipal facilities. By upgrading existing security systems and installing new, robust and scalable access controls, we aim to ensure a safer environment for both staff and the public. The expected outcome is a more secure, efficient, and manageable security infrastructure that supports our commitment to public safety.

The selection of Avigilon as the consultant for this project followed the procurement process, adhering to our standard practices for selection. Avigilon was chosen based on their extensive expertise in security solutions, proven track record in similar municipal projects, and their status as an approved vendor under the WISPC interlocal agreement.

BENEFITS TO THE COMMUNITY: The Access Control Security Project directly contributes to the city's strategic goals as outlined in our Capital Facilities Plan. By upgrading and expanding our security infrastructure, this initiative not only enhances the safety and efficiency of municipal facilities but also ensures a resilient framework that supports the city's growth and adaptability into the future.

Furthermore, the project is aligned with our commitment to inclusivity and accessibility. The enhanced security measures ensure that all city facilities are welcoming and safe for every citizen. The implementation of current technology access controls and surveillance systems will improve the overall security landscape, making our public spaces more accessible and secure for all residents*?*

POTENTIAL CHALLENGES: While the Access Control Security Project promises significant benefits, it is important to recognize potential challenges and considerations. Given the scope of the project, there may be temporary disruptions during the installation phase, which could impact daily operations in certain community sectors more than others, particularly in high-traffic public facilities.

There are a few unknowns associated with this proposal, primarily related to the adaptability of current infrastructure to the new technology and the potential need for unforeseen upgrades during integration. As we move forward, ongoing evaluations will be necessary to address any such issues that arise, scope will be monitored and managed.

Additionally, future decisions will need to be made regarding the scalability of the security systems as the city continues to grow and evolve. The council may need to consider further expansions or enhancements to the security infrastructure in line with future development and technological advancements, please note that this system allows for growth and expansion.

BUDGET IMPACT: The cost for implementing the Access Control Security Project across City Hall, the Public Works Operations Center, the Police Department, and the Lake Lodge is $206,027.66. This expenditure is fully funded by a public works bond that was allocated following a comprehensive facilities assessment. This assessment prioritized the buildings based on their need for security enhancements. The funding from the bond is specifically divided into three categories: data system improvements, CCTV and gates, and access control—each designed to address different aspects of our security infrastructure. The costs for this project are covered under all three categories of the bond.

The Statement of Work includes 5 years of coverage for software/hardware maintenance and support. The ongoing cost for software, hardware maintenance and support after the 5 years are approximate: Police Dept. - $4,692 annually, City Hall -$1,632 annually, Public Works Operation $3,111 annually and Lake lodge -$785.40 annually.

RECOMMENDATION: Upon approval of the Statement of Work by the council, this will be brought to regular meeting for consent so we will finalize any contractual details with Ednetics (contracted vendor) and start planning kick off date.