



CITY OF MARSHALL AGENDA ITEM REPORT

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| Presenter: | Quentin Brunsvold |
| Meeting Date: | Tuesday, July 9, 2024 |
| Category: | NEW BUSINESS |
| Type: | INFO/ACTION |
| Subject: | Add a card reader/Key FOB entry system to the 4 apparatus bay doors at the fire station. |
| Background Information: | <p>The 2024 CIP includes \$15,000 toward the addition of adding a key FOB entry system to the 4 apparatus bay doors to the Marshall Fire Station. To date, there is a mechanical door code punch entry system that is manually adjusted any time there is a resignation, termination, retirement or semi-annual code changes.</p> <p>In the last 10 years, the Marshall Fire station and the former “North Ambulance” building has been added to the city fiber-optic network. This addition to the network makes projects like this possible because we can “piggyback” off current city infrastructure already in place at City Hall and administrated internally. With this addition, each staff member would be issued a FOB, that is dedicated to that staff person only. At the time of resignation, termination or retirement, this key FOB can be turned off, without needing to mechanically change every door on the fire station and would immediately remove access to the building.</p> <p>We’ve solicited 1 bid by the current vendor of this technology, to the city of Marshall, because it isn’t interchangeable with other equipment on the market. We have already added a larger 48 port network switch in the Fire station and the “old”, 24 port switch was added to the former North Ambulance building for the addition of this same entry system in the future. This building is used for storage of the equipment of the Hazardous Materials Response Team (formerly Chemical assessment team), Marshall Fire Department technical rescue team equipment and supplemental storage equipment for the Parks Department.</p> <p>The proposal from Living Connected is for \$21,308.21. If the council approves the low bid from the MFD utility vehicle project (earlier on the agenda), that bid came in \$2,263 (dependent on which bid was accepted) under budget, which I would propose to be utilized toward this project, to leave us with a deficit of \$4,045.21, to be covered by CIP fund balance, according to Director of Administrative services, E.J Moberg.</p> |
| Fiscal Impact: | \$21,308.21 |
| Alternative/ Variations: | Reject this bid |
| Recommendations: | Accept the proposal from Living Connected for \$21,308.21 for this project. |