



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> May 6, 2024		<b>Subject: Resolution No. 3135</b> Contract with Absco Solutions for a new card access system and security cameras to the SMART Administration Facility.  <b>Staff Member:</b> Andy Stone, IT Director  <b>Department:</b> Information Technology	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends Council adopt the Consent Agenda.			
<b>Recommended Language for Motion:</b> I move to adopt the Consent Agenda.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

The award of a contract between the City of Wilsonville and Absco Solutions for the installation of a card access and security camera system at the SMART Administration Facility.

**EXECUTIVE SUMMARY:**

The City’s card access system was originally installed in 2006 during the construction of City Hall and then expanded to all City facilities. This system is reaching the end of its useful life and is creating increasing maintenance requirements for the IT and Facilities staff.

The Public Works Complex and Public Library utilize a new, advanced card access system. The City is looking at utilizing this system throughout the City for increased security and uniformity. The SMART Administration Facility will be the third building that will utilize this system, but all City facilities will be migrated over the next several years.

The card access system, manufactured by Motorola, has significantly more capabilities than the current system. One of the key components is the ability to integrate security cameras. This feature will allow the City to closely tie events recorded by door access to camera footage to help identify incidents.

The project for the SMART Administration Facility replaces the card access on all current doors and will provide lock-down functionality if needed. Current cameras will be incorporated into the system and several new cameras will be added to the facility to enhance security. The new card access system will integrate with the upcoming project to redesign the bus yard at the facility.

**EXPECTED RESULTS:**

Replacement of the SMART Administration card access system and adding additional cameras for enhanced security.

**TIMELINE:**

Equipment will be ordered, and the upgrade will be scheduled for May or June of 2024.

**CURRENT YEAR BUDGET IMPACTS:**

This project is in the fiscal year 2023-2024 budget in CIP 8129. The contract is set at \$136,085.

**COMMUNITY INVOLVEMENT PROCESS:**

N/A

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

N/A

**ALTERNATIVES:**

Continue with the current card access system that has significant maintenance issues and lacks the versatility to address current needs.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 3135
  - A. Contract