



DATE: June 28, 2022

TO: Mayor and City Council

FROM: Director of Maintenance Services

SUBJECT: Adopt a Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with Allied Universal Technology to Integrate Additional Facilities for Purchase and Implementation of a Consolidated Phase 2 Access Control System and Appropriation of \$100,000 from the Hayward Executive Airport CIP Fund 621

RECOMMENDATION

That Council adopts resolutions (Attachments II and III) authorizing the City Manager to negotiate and execute an agreement with a vendor to integrate additional facilities in the Access Control System, in an amount not to exceed \$1,043,838.

SUMMARY

The security of City-owned buildings is vital to the security of City assets and safety of staff. Currently, the City utilizes multiple types of building access control systems within various city facilities that do not communicate with one another. The City sought to implement a single complete network Access Control System (ACS) for all existing city facilities specified in the request for proposals. Given the dire state of the current fragmented ACS, staff recommended signing a contract for the implementation of a new and consolidated ACS. The project was awarded in early FY 2022 and the initial phase (Phase 1 of 3) is now complete. Consistent with the initial project phase, the proposed project scope for Phase 2 includes video surveillance and a complete access control system in the City's Corporation Yard, Weekes Branch Library, and the Hayward Executive Airport. Additionally, to ensure all City facilities operate on a single, consolidated platform, the 21st Century Library and Learning Center's existing access card readers will be integrated into the new citywide Access Control System as part of this proposed phase of the project.

BACKGROUND

The City's current multi-site ACS is disjointed, lacks integration, and the solution at all locations has reached or exceeded their respective end of useful life cycle. To resolve the problem, staff determined a single complete network Access Control System would provide the best solution. Staff conducted research regarding technology changes in security access

and created an inter-departmental working group to identify requirements of the ACS. Staff wanted one integrated security suite with web access to allow for a single view that allows each location to manage its own permissions.

An integrated ACS will help organize permissions in a consistent manner throughout all city facilities and will support a safe and more secure working environment through consolidated and managed access. The ACS will serve as the backbone of the City's physical security. The ACS integrates with the current independent video monitoring system to allow for a "single dashboard" view for the security system and the visitor management system. Once fully installed and operable, the ACS can be expanded to support staff's desire to fully integrate with the City's Building Management System, Intrusion Alarm System, Fire Alarm Systems, and a Panic Button system.

Staff conducted an assessment and analysis of all City-owned and staff-occupied facilities to determine an appropriate scope of work for replacing the current building access system and installing controlled access at all necessary facilities.

Phase II of the project will include video surveillance and a complete access control system in the City's Corporation Yard, Weekes Branch Library, and the Hayward Executive Airport. To ensure all facilities operate on a single, consolidated platform, the 21st Century Library and Learning Center's existing access card readers will be integrated into the new Access Control System as part of this proposed phase of the project. In addition to the included city facilities, access control will also be installed at the primary gates for vehicular access coupled with RFID readers being installed in all City-owned fleet vehicles for ease of access into these secure facilities.

DISCUSSION

Staff conducted an assessment and analysis of all City-owned and staff-occupied facilities to determine an appropriate scope of work for replacing the current building access system and installing controlled access at all necessary facilities.

From this assessment, staff prepared a detailed request for proposals (RFP) to award one vendor a contract to procure, design, install, and configure a complete network access control system for the City facilities for Phase I with the intention to include Phase II and III in an amendment at a future date. The RFP was advertised as required and staff conducted direct outreach to possible vendors. A mandatory pre-bidders meeting was conducted on July 14, 2020 and was attended by eighteen (18) companies. A total of eight (8) companies provided proposals.

A panel of staff members who were identified from various city facilities convened to review and evaluate the proposals and participate in virtual interviews with the applicants. To be considered for evaluation, the proposal for the ACS was to allow departments to manage their own accessibility and hardware platform must be capable of connecting and managing remote electronic access readers at the various COH Department properties. Access authorization should be managed and controlled remotely through any COH network via login by

designated user administrator responsible for their respective controlled building locations. The ACS reader should activate on contact with FOB or proximity card. Additionally, functionality and capability, such as smartphone app, non-touch proximity technology and integration with our current video surveillance system were preferred.

STRATEGIC ROADMAP

This agenda item supports the strategic priority outlined in the Strategic Roadmap related to Improving Organizational Health through expanded and standardized physical security.

FISCAL IMPACT

The proposed agreement for Phase II reflects a total project cost of \$1,043,838, these costs will be shared proportionately based on scope between Facilities Management and the Hayward Executive Airport as described below:

Facilities Management Division
CIP 726 & ARPA 103

Project Phase	Project Cost	Funding Source	Allocated Budget
Phase II	\$721,838	CIP 726 FY 2023	\$493,838
		ARPA 103 FY 2023	\$300,000
Contingency Cost 10%	\$72,000		
Total Phase II	\$793,838		\$793,838

Facilities portion of this project is \$793,838, funded from the Facilities CIP Fund 726 (\$493,838) and Facilities Fund 103- American Rescue Plan (\$300,000) to complete Phase II of the consolidated access control project. All funds shown in the Facilities Management Division table have been previously appropriated.

Hayward Executive Airport
CIP 621

Project Phase	Project Cost	Funding Source	Allocated Budget
Phase II	\$215,000	CIP 621 FY 23	\$150,000
Contingency Cost	\$35,000		
		Additional appropriation needed from CIP 621 Fund Balance	\$100,000
Total Phase II	\$250,000		\$250,00

Hayward Executive Airport's portion of the project is \$250,000, of which \$150,000 is programmed into FY 2023 CIP 621. Staff is seeking an additional appropriation of \$100,000 from the Hayward Executive Airport's Capital Improvement Fund (Fund 621). This amount will be appropriated from fund balance in the fund to the project (Project 06830 Access Control System).

There is no impact to the City's General Fund associated with this action. Future phase 3 would be subject to appropriation of funds by City Council.

NEXT STEPS

If Council approves the attached resolutions, staff will finalize the agreement with the awarded vendor and cause the agreement to be executed.

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Approved by:



Kelly McAdoo, City Manager