

R-31

September 14, 2021

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFP TI21-020 and award contracts to Convergent Technologies, LLC, of Orange, CA, and RD Systems, Inc., of Tustin, CA, to provide security access control system hardware, software, supplies, installation, integration, monitoring, and maintenance services, in a total annual aggregate amount not to exceed \$800,000, for a period of five years, with the option to renew for five additional one-year periods, at the discretion of the City Manager; and, authorize the City Manager, or designee, to execute all documents necessary to enter into the contracts, including any necessary amendments. (Citywide)

DISCUSSION

City Council approval is requested to enter into contracts with Convergent Technologies, LLC, and RD Systems, Inc., to provide security access control system hardware, software, supplies, installation, integration, monitoring, and maintenance services.

The City uses access control system technologies to manage physical security at over 50 City buildings, including the Civic Center. These systems require hardware, software licensing, and maintenance. Additionally, these systems require new and replacement identification badges for staff and visitors, and vendor assistance for installations, integrations, monitoring, and maintenance. The vendors will directly support approximately 20 local administrators who control remote buildings and secured workspace access permissions. The Long Beach Police Department (LBPD) is the global administrator for the Citywide system, as they also issue badges as part of employee and contractor onboarding. The Technology and Innovation Department (TID) provides vendor and technology oversight for the data center and telecommunication systems that enable Citywide access controls.

Installation of new access control systems is routinely needed to replace systems that have failed or do not meet newer hardware requirements and to respond to technology or workspace needs identified by departments. Some planned access control system projects include installations at the Marina, Worsham Warehouse, Main Health Building, new Fire Stations, the Emergency Communication and Operations Center, Environmental Services, and Fleet Services.

The Request for Proposals (RFP) was advertised in the Long Beach Press-Telegram on February 27, 2021, and 1,788 potential proposers specializing in security equipment, access control and security systems, and alarm equipment maintenance services were notified of the RFP opportunity. Of those proposers, 76 downloaded the RFP via the City's electronic bid system. The RFP document was made available from the Purchasing Division, located on the sixth floor of City Hall, and the Division's website at www.longbeach.gov/purchasing. An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 35 local, minority-owned, and women-owned business groups. Six proposals were received on March 31, 2021. Of those proposers, none were Minority-owned Business Enterprises (MBEs), one was a Women-owned Business Enterprise (WBE), one was a certified Small Business Enterprise (SBE), and none were Long Beach businesses (Local). The selection committee determined that Convergent Technologies, LLC, of Orange, CA (not a MBE, WBE, SBE, or Local), and RD Systems, Inc., of Tustin, CA (not a MBE, WBE, SBE, or Local), were the most qualified firms to provide the services.

Local Business Outreach

To align with the City's outreach goal, Long Beach businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download RFP specifications. Through outreach, 96 Long Beach vendors were notified to submit proposals, of which 2 downloaded and none submitted a proposal. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Erin Weesner-McKinley on August 20, 2021, Business Services Bureau Manager Tara Mortensen on August 12, 2021, and by Budget Analysis Officer Greg Sorensen on August 20, 2021.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFP TI21-020 and award the contracts concurrently is requested on September 14, 2021, to ensure the contracts are in place expeditiously.

FISCAL IMPACT

The total annual aggregate amount of the contracts will not exceed \$800,000. Sufficient appropriation is currently budgeted in the General Services Fund Group in the Technology and Innovation Department to support the monitoring and maintenance expense portion of this activity. Contract authority is estimated to allow for both current and anticipated projects within various City departments. Any work not currently budgeted in various departments receiving the service will only proceed once appropriation has been approved by the City Council. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



LEA D. ERIKSEN
DIRECTOR OF TECHNOLOGY AND INNOVATION

APPROVED:



THOMAS B. MODICA
CITY MANAGER