

MEMORANDUM

Purchasing #17-065
February 16, 2017

To: Dennis W. Beach, City Manager

Through: Otis J. Thomas, General Services Director

From: Cassandra LeMasurier, Purchasing Supervisor

Subject: Approval to Piggyback School District of Palm Beach County Contract 14C-33W for Card Access Equipment, Installation and Services

Contract Need/Background

The Utility Field Operations Division requests approval to purchase surveillance cameras and access control devices at the new Utilities Field Office, from Holb Sierra Corporation. The School District of Palm Beach County issued bid 14C-33W February 2014 and awarded a contract to Holb Sierra Corporation. The contract is valid through April 21, 2017. Permission has been obtained from the School District of Palm Beach County to utilize this contract. Holb Sierra has installed similar security systems at the City's Utilities, Public Works and General Services Departments.

Attached you will find copies of a memorandum from the Utilities Department, a proposal from Holb Sierra Corporation for the purchase and installation of surveillance cameras and access control devices, the Holb Sierra 2017 catalog with prices, the School District of Palm Beach County contract renewal for the current contract period and the School District of Palm Beach County bid document.

Funding

The purchase and installation of surveillance cameras and access control devices will be funded from account 420-7264-533.65-11 Capital Projects / Equipment. The expenditure for the purchase will be \$85,630.00.

Award Recommendation

After review of the School District of Palm Beach County bid and contract it is recommended that Holb Sierra Corporation be issued a purchase order for the purchase and installation of surveillance cameras and access control devices per the terms and conditions, including pricing, in School District of Palm Beach County Contract 14C-33W.

enclosures

cc: file