


**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Finance	<b>CEQA:</b> Not a Project, File No. PP17-003 Agreements/Contracts (New or Amended) resulting in no physical changes to the environment. PP17-003 Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	<b>Coordination:</b> City Attorney's Office; City Manager's Budget Office; Department of Public Works	<b>Dept. Approval:</b> /s/ Rick Bruneau
<b>Council District(s):</b> Citywide			<b>CMO Approval:</b>  1/30/24

**SUBJECT: ACTIONS RELATED TO THE PURCHASE ORDER WITH SECURITY ALERT SYSTEMS OF CALIFORNIA, INC. FOR BURGLAR AND FIRE ALARM MONITORING, INSTALLATION, INSPECTION, TESTING, MAINTENANCE, AND REPAIR SERVICES**

**RECOMMENDATION:**

Adopt a resolution authorizing the City Manager or her designee to:

- a) Execute a purchase order with Security Alert Systems of California, Inc. (Gilroy, CA) for burglar and fire alarm monitoring, installation, inspection, testing, maintenance, and repair services, for a one-year term beginning on or about February 14, 2024, and ending on or about February 13, 2025, for a not-to-exceed amount of \$1,500,000; and
- b) Exercise up to six one-year options to extend the term of the purchase order, with the last option ending on or about February 13, 2031, subject to the appropriation of funds.

**Desired Outcome:** Authorizing the City Manager or her designee to take this action provides the City with burglar and fire alarm monitoring, installation, inspection, testing, maintenance, and repair services.

**BASIS FOR RECOMMENDATION:**

The Department of Public Works oversees the maintenance of burglar and fire alarm systems for over 400 City facilities and structures. These burglar and fire alarm systems are located at various police facilities, fire stations, community centers, libraries, parks, and other City locations. Multiple components of these systems such as system panels, devices, access controls, and keypads require regular maintenance to maintain optimal functionality. The City utilizes an outside vendor to provide critical monitoring, inspection, maintenance, and repair services for burglar and fire alarm systems to ensure systems remain operational.

In December 2023, a competitive Request for Bids was released by the Finance Department to procure these services. The Request for Bids provisioned for a one-year initial term and an additional six one-year options for the City to extend the term. Two responsive bids were submitted, and no protests were received. Both vendors qualified for the City's local business preference and one vendor also qualified for the small business preference. Staff recommends to award Security Alert Systems of California, Inc. as the lowest priced, responsive, and responsible bidder pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310B(1). Approval of this recommendation will ensure the City continues to receive these essential services with minimal impact to operations.

Commission Recommendation/Input: No commission recommendation or input is associated with this action.

**COST AND FUNDING SOURCE:**

Fund #	Appn. #	Appn. Name	Total Appn.	Amt. for Recommendation	2023-2024 Adopted Operating Budget Pg.	Last Budget Action (Date, Ord. No)
001	0572	Non-Personal/Equipment	\$20,715,859	\$1,500,000	803	10/17/2023, 30966

**FOR QUESTIONS CONTACT:** Albie Udom, Deputy Director of Finance – Purchasing and Risk Management at [Albie.Udom@sanjoseca.gov](mailto:Albie.Udom@sanjoseca.gov).