



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**August 17, 2021**

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**TOPIC:** City Facilities Security Enhancement and Maintenance

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**AGENDA TITLE**

Award a Blanket Order Contract to Professional Access CCTV & Electrical in an Amount not to Exceed \$250,000 Annually for Implementation of Additional Security Measures on an As-Needed Basis (Spec. No. 21-084) (Non-General Fund)

**RECOMMENDED ACTION**

Award a blanket order contract for implementation of additional security measures and maintenance repair services to Professional Access CCTV & Electrical in the amount of \$225,000 plus a contingency of \$25,000, for a total amount not to exceed \$250,000 annually, for a one-year period beginning September 1, 2021, and expiring August 31, 2022, with provisions for two, one-year renewal options exercisable by the City Manager, subject to non-substantive changes approved by the City Manager and City Attorney.

**DISCUSSION**

The Public Works Agency's Building Maintenance Division is responsible for ensuring the security card reader access equipment systems at various City facilities are in good repair and in working order. City facilities with security card reader access systems include City Hall, Ross Annex, the Corporate Yard, and other City facilities. Staff plans to augment security measures by installing additional security card reader devices at the various entrances at City Hall, Ross Annex and Corporate Yard.

In 2015, the City Council awarded a contract to Professional Access CCTV & Electrical (PACE) for the implementation of enhanced security measures, which included the installation of card reader devices at various City facilities. The PACE contract was awarded as a result of a competitive bid process. Staff seeks to continue receiving services from PACE and due to the patented proprietary features of the security system, an exception to the competitive bidding process applies.

Approval of the contract will allow for implementation of enhanced security features, which consists of restricting access to the elevators and departments on floors two through eight at City Hall and two through four at the Ross Annex. In addition, and to allow for unanticipated charges, a \$25,000 contingency has been included in the contract amount.

**ENVIRONMENTAL IMPACT**

There is no environmental impact associated with the action.

**FISCAL IMPACT**

There is no fiscal impact at this time. Prior to utilizing any of these services, Public Works Agency staff must receive Finance and Management Services Agency approval of funding and accounts to be used to ensure funds are available under the authorization and contract limit of \$250,000 annually. Upon successful completion of the fiscal review, a corresponding Notice to Proceed containing the specific scope and maximum expenditure for the task order will be issued.

Submitted By: Nabil Saba, P.E., Executive Director – Public Works Agency

Approved By: Kristine Ridge, City Manager