



*City of Arts & Innovation*

# City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MARCH 12, 2019

FROM: GENERAL SERVICES DEPARTMENT WARD: 3

SUBJECT: REQUEST FOR PROPOSAL NO. 1867 – DESIGN BUILD AGREEMENT WITH CONVERGINT TECHNOLOGIES TO UPGRADE THE RIVERSIDE MUNICIPAL AIRPORT CLOSED CIRCUIT TELEVISION SYSTEM IN THE AMOUNT OF \$110,800 PLUS A 10% CHANGE ORDER AUTHORITY IN THE AMOUNT OF \$11,080 FOR A TOTAL PROJECT COST OF \$121,880 – SUPPLEMENTAL APPROPRIATION

## **ISSUE:**

Approve a Design Build Agreement with Convergent Technologies of Orange, California from Request for Proposal No. 1867, to upgrade the Riverside Municipal Airport Closed Circuit Television System in the amount of \$110,800, authorize an additional \$11,080, or 10% change order authority for a total project cost of \$121,880, and authorize an increase in estimated revenues and approve a supplemental appropriation.

## **RECOMMENDATION:**

That the City Council:

1. Approve a Design Build Agreement for the Riverside Municipal Airport Closed Circuit Television System Upgrade in response to RFP No. 1867 to Convergent Technologies of Orange, California, in the amount of \$110,800, and;
2. Authorize a 10% change order authority in an amount up to \$11,080 for project changes including, but not limited to, unforeseen conditions and design improvements; and
3. Authorize an increase in revenues in account 0000530-346120 and approve a supplemental appropriation in the amount of \$71,880 from the Airport Revenue Fund (530) to Project Account No. 9903900-440301, and;
4. Authorize the City Manager, or his designee, to execute the Design Build Agreement with Convergent Technologies including making minor and non-substantive changes.

## **BACKGROUND:**

On December 18, 2001 the City Council approved the purchase and installation of a \$158,465 gate and video surveillance system at the Riverside Municipal Airport (Airport). System software

and equipment has not been replaced since installation and is in need of an upgrade to meet current industry standards.

On July 24, 2018, the Airport issued Request for Proposal (RFP) No. 1830 seeking a qualified vendor to upgrade the Airport's Closed Circuit Television System (CCTV). The project includes new low-light, high-definition cameras at 20 locations throughout the Airport to assist in monitoring activity. The Airport worked with the Innovation and Technology Department to determine the camera locations and type of equipment to ensure reliability and compatibility with existing infrastructure and future technology upgrades.

Four vendors responded to RFP No. 1830. After careful review of the responses, it was determined that an error was made in the RFP; thus RFP 1830 was cancelled and reissued as RFP No. 1867. RFP No. 1867 closed on October 24, 2018, and four responses were received. Convergent Technologies best met the conditions set forth in RFP No. 1867.

### **DISCUSSION:**

The proposed Design Build Agreement will permit Convergent Technologies to upgrade the Airport's existing security camera system with current technology.

An initial appropriation of \$50,000 from the Airport Revenue Fund (530) was included in the 2018-19 Capital Improvement Project (CIP) budget for this project. The Airport is also requesting approval to allocate an additional \$71,880 from the Airport Revenue Fund (530) to meet the technology requirements outlined in the proposals received, for a project total of \$121,880. This amount will allow sufficient funding for the proposed project as well as provide funds for unanticipated change orders due to the age and condition of the existing infrastructure.

The Chief Innovation Officer concurs with this report. The Purchasing Manager concurs that the recommended actions comply with Purchasing Resolution 23256.

### **FISCAL IMPACT:**

If Council approves the recommended revenue adjustment and supplemental appropriation, the net fiscal impact of this action is zero. Within the Airport Enterprise Fund (530), the Ground and Building Rental revenue estimate will be increased by \$71,880 in account 0000530-346120, and a supplemental appropriation in the same amount will be recorded in Project Account No. 9903900-440301.

Prepared by:	Carl Carey, General Services Director
Certified as to	
Availability of funds:	Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by:	Moises Lopez, Deputy City Manager
Approved as to form:	Gary G. Geuss, City Attorney

### **Attachments:**

1. RFP No. 1867 Recommendation
2. Design Build Agreement with Convergent Technologies