

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

**August 6, 2019**

**FROM**

**LAURIE ROZKO, Director, Purchasing Department**

**SUBJECT**

Building Access Control Systems and Services

**RECOMMENDATION(S)**

1. Approve agreements with the following vendors to provide building access control systems and services throughout the County, at fixed rates, from August 6, 2019 through August 5, 2024.
  - a. Troy Alarm, Inc. **Contract No. 19-533**
  - b. Mijac Alarm Company **Contract No. 19-534**
  - c. TRL Systems, Inc. **Contract No. 19-535**
2. Authorize the Purchasing Agent to add or remove access control products and services with contracted vendors, as needed by County departments.

(Presenter: Leo Gomez, Purchasing Manager, 387-2074)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

Departments that require building access control systems are responsible for ensuring there is adequate funding in their current and future budgets. The impact on each respective department's budget and discretionary general funding (Net County Cost) is dependent upon need for building access control systems and services. Expenditures throughout the County are approximately \$708,000 annually.

**BACKGROUND INFORMATION**

Approval of the recommended agreements will enable departments to procure and maintain access control systems to secure County buildings and assets, and to provide for the safety of employees and the public. Historically, the County has used two systems, Kantech and Lenel.

ISD manages access control groups for departments who request it, including redundancy in the event of system failure. There are approximately 123 County buildings that utilize access control systems. Forty-seven (47) County buildings (primarily Human Services) utilize the Lenel access control system and the remaining 76 County buildings utilize the Kantech access control system.

County departments are required to submit security project requests for review by the County's Internal Security Assessment Sub-committee (Security Committee) prior to submission as a

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Capital Improvement Program project for approval. In 2017, the Security Committee established standards for access control system equipment, to ensure keycards can work from one system to another. These standards specify card reader, door hardware, software, services and maintenance requirements to ensure interoperability between the systems. The Security Committee will also ensure that access control systems will integrate with other security measures to accomplish a complete security solution for County occupied buildings.

On May 6, 2014 (Item No. 46), the Board of Supervisors (Board) approved agreements with two vendors to provide access control systems and services for three years, including two one-year options to extend each agreement. On August 25, 2015 (Item No. 36), the Board approved two additional agreements through May 5, 2017, each with the same options to extend. On May 2, 2017 (Item No. 51) the Board approved Amendment No. 1 to extend the four contracts through May 5, 2018. On May 1, 2018 (Item No. 35), the Board approved Amendment No. 2, extending the four contracts through May 5, 2019.

**PROCUREMENT**

On February 22, 2019, a Request for Proposals (RFP) 19-PURC-3289 for Access Control Systems and Services was released, seeking proposals for both Lenel and Kantech Access Control Systems. The Purchasing Buyer worked with a representative of the Security Committee to incorporate standards for response time and the requirement to inform the County of new technologies available throughout the duration of the contract.

Three responsive proposals were received by the proposal deadline.

<b>Vendor</b>	<b>System Type</b>	<b>Location</b>
Mijac Alarm Company	Kantech	Rancho Cucamonga, CA
Troy Alarm, Inc.	Kantech	Riverside, CA
Securitas Electronic Security, Inc.	Lenel	Uniontown, OH

An evaluation panel comprised of representatives from the Information Services and Human Services Departments evaluated the proposals based on qualifications and experience, technical service plan, cost and references. The evaluation panel recommended contracts with all three vendors; however, Securitas Electronic Security, Inc. did not agree to the County's contractual terms. Because no vendors submitted proposals for Lenel systems, Purchasing subsequently solicited a proposal and negotiated a recommended contract with TRL Systems, a current incumbent vendor of Lenel products and services. Past performance with County departments has been satisfactory, and pricing is comparable to the other vendors.

Approval of this item will authorize five-year contracts with Mijac Alarm Company and Troy Alarm, Inc. for Kantech Access Control Systems, and TRL System, Inc. for Lenel Access Control Systems.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on July 15, 2019; Information Services Department (Joe Sutcliffe, Division Chief, 388-0533 and Jake Cordova, Division Chief, 388-0503) on July 15, 2019 and July 15, 2019, respectively; Security Assessment Sub-committee (Terry Thompson, Real Estate Services Director, 387-5252) on July 15, 2019; Finance (Joon Cho, Administrative Analyst, 387-5402) on July 19, 2019; County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-4376) on July 19, 2019.

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Record of Action of the Board of Supervisors  
County of San Bernardino

**DEFERRED/APPROVED**

Moved: Curt Hagman Seconded: Josie Gonzales  
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY Lynna Monell  
DATED: August 6, 2019



cc: Purchasing- Shaftary w/agree  
Contractor c/o w/agree  
File- w/agree

vh 08/8/2019