

Staff Summary Report



Council Meeting Date: 7/7/2011

Agenda Item Number: 5B3

SUBJECT: Request approval of a one-year contract renewal with Stanley Convergent Security Solution, Inc. for security system installation and maintenance overseen by the Public Works Department.

DOCUMENT NAME: 20110707fsta06 PURCHASES (1004-01)

COMMENTS: The total cost of this contract will not exceed \$100,000 during the one-year renewal period beginning August 18, 2011.

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REVIEWED BY: Jerry Hart, CPA, Deputy Finance & Technology Director - Finance, 480-350-8505
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LEGAL REVIEW BY: Dave Park, Assistant City Attorney, 480-350-8907

DEPARTMENT REVIEW BY: Ken Jones, Finance and Technology Director, 480-350-8504

FISCAL NOTE: (T08-186-01) Sufficient funds have been appropriated in various Citywide cost centers for the anticipated expenditures in the current fiscal year.

RECOMMENDATION: Approve the renewal of the contract.

ADDITIONAL INFO: The City of Tempe issued a Request for Proposal (RFP) to establish a term contract for the purchase, installation and maintenance of security system equipment throughout the City. The types of equipment purchased under this contract include building access card readers, security door hardware, video monitoring and recording equipment, etc. Council originally approved the award of the contract to Stanley Convergent Security Solutions on August 14, 2008 for an initial two-year term with three one-year renewal options. This renewal request is for the second of three available renewal options.

Contractor Performance

Stanley Convergent Security Solutions was rated by the Public Works Department on the following criteria:

- Personnel are responsive, cooperative and available
- Overall quality of products or services delivered
- Timeliness of performance
- Quality of follow-up in resolving complaints or problems
- Firm's promptness in submitting accurate invoices

In most categories, Stanley Convergent Security Solutions received scores indicating their meeting or exceeding standards established by the contract. However, billing problems have occurred that require more City time than should be necessary in maintenance of the contract. Stanley has been made aware of this problem and must provide a higher level of accuracy over the requested renewal period to be considered for future renewals.

There is no cost increase associated with the contract renewal.