F5ab

City Clerk's Office
Hiawatha City Hall
101 Emmons Street
Hiawatha, Iowa 52233

Memo

To: Mayor and City Council

From: Security Camera Replacement Taskforce

Date: February 7, 2018

Re: Security Camera Replacement City Hall

We currently have $18,200 in technology reserves allocated for the replacement of the security camera system at city hall. Our existing system was purchased in 2007 along with other equipment and furniture to furnish the new city hall building.

Kim, Chief Marks, and I (i.e. the Security Camera Replacement Taskforce) requested proposals and held meetings with three (3) companies including Inteconnex of Cedar Rapids, TSIowa of Cedar Rapids, and Hawkeye Communication of Hiawatha.

After many questions and thorough review of the three proposals received, the Security Camera Replacement Taskforce recommends award of contract to Hawkeye Communication of Hiawatha at a total cost of $19,104.00. Bid includes server, 24 new cameras, installation, training, and camera licensing.

We were quoted an optional maintenance agreement for $120 per month but decided this is not necessary for our type of business. We can still call Hawkeye Communication for service at an hourly rate without the maintenance agreement.

A great aspect of Hawkeye Communication's proposal is adding security cameras at other city facilities is very streamlined, and can be done at a reasonable cost of $2,879 per facility (cost subject to change based on time of purchase). It is our plan to update/add security cameras at the fire station, library, and maintenance shop within the next five years as we build up funding in technology reserves.

The bid submitted by Hawkeye Communication is the best plan to fit our current needs and it is very expandable at a reasonable cost if we do need to add more cameras in the future. We will be replacing all of the existing indoor and outdoor cameras at city hall except for the cameras in the police interview room. This project will also include adding outdoor cameras on the front and sides of city hall.

Other security camera replacement proposals received:

TSIowa of Cedar Rapids – Total cost $23,640.00

Bid includes server, 24 new cameras, installation, training, and camera licensing.

Inteconnex of Cedar Rapids – Total cost $23,222.89

Bid includes server, 10 cameras keeping 14 existing analog cameras, installation, training and camera licensing.

All three companies recommended comparable cameras so there is not much difference in cost per camera. One of the companies quoted a very robust server that does not make sense for our facility and after requesting the server be changed to fit our needs, the company did not change this item on their bid.

I am sure you noticed that we are $904.00 short on funding in technology reserves for the city hall security camera replacement project at a total cost of $19,104.00. We would pay the remainder of costs out of the City Hall Contingency line item upon approval.

Thank you for your consideration of this matter. Please let us know if you have any questions.

DRAFT

RESOLUTION NO. 18-
City Council

RESOLUTION AUTHORIZING CITY HALL SECURITY CAMERA AND SERVER REPLACEMENT

WHEREAS, City staff has the need to replace security cameras and server at city hall per the equipment replacement schedule, and

WHEREAS, City staff solicited bids and after receiving and reviewing bids received from three (3) qualified companies, hereby recommends the lowest, responsive, responsible bid as follows:

Company	Project	Total Cost
Hawkeye Communication of Hiawatha	City Hall security camera and server replacement	**$19,104.00**

, and

WHEREAS, funding for the replacement of security cameras and server at city hall was previously budgeted in Technology Reserves in the amount of $18,200.00, with the remainder of funding in the amount of $904.00, utilizing City Hall Contingency, and

WHEREAS, City Council deems the purchase necessary in order to replace outdated security cameras and related equipment for city hall, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIAWATHA, IOWA, to authorize the replacement of security cameras and server, at a total cost not to exceed $19,104.00, with contract awarded to Hawkeye Communication of Hiawatha, Iowa, utilizing available funding in Technology Reserves and City Hall Contingency as outlined in this resolution.

AYES:
NAYS:
ABSENT:

PASSED AND APPROVED this 7th day of February, 2018.

_____
Bill Bennett, Mayor

ATTEST:

_____
Kelly Kornegor, City Clerk