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Title: Action Authorizing the City Manager to Execute an Agreement with ADT Commercial, LLC to Upgrade the Existing Fire Panel and System at the Central Park Library and Related Budget Amendment

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Attachments: 1. ADT Commercial, LLC quote #891071020, 2. ADT Commercial Agreement for Services

Date	Ver.	Action By	Action	Result
12/7/2021	1	City Council and Authorities Concurrent	Approved	

REPORT TO COUNCIL

SUBJECT

Action Authorizing the City Manager to Execute an Agreement with ADT Commercial, LLC to Upgrade the Existing Fire Panel and System at the Central Park Library and Related Budget Amendment

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

The fire system at the Central Park Library was originally installed during the building’s construction in 2002-2003. In May 2018, a circuit board in the current fire panel failed. As a result, the entire fire system for the Library was offline for eight days. As required by the Santa Clara City Fire Department, the Central Park Library was placed on a 24/7 fire watch during this time. As required by occupancy requirements, the Library contracted for an additional security guard to perform continuous after-hours patrol. The cost of this additional patrol was \$6,830. This issue was resolved when ADT Commercial, LLC was able to locate a replacement circuit board to repair the fire panel.

The most recent annual fire system test indicated that hardware components in the fire panel require replacement. In April 2021, it was determined that new replacement parts are unable to communicate with the obsolete fire panel. This reduces the effectiveness of the entire fire monitoring system.

The circuit boards and fire panel are critical components of the approximately 15 manual pull stations, 150 fire and smoke detectors, 40 relays, two power supplies, eight batteries and communicator that monitor the Central Park Library for smoke and fire. After approximately nineteen years, some of the components throughout the fire system are outdated, beyond their useful life and compatible parts are no longer available.

DISCUSSION

This upgrade is an essential step to ensure the Central Park Library has a reliable fire system to continuously monitor all control points in the building and communicate effectively with the alarm monitoring company.

The City currently has a Citywide agreement with ADT Commercial LLC (ADT) managed by the Department of Public Works to inspect, maintain and repair alarm systems at locations throughout the City. Due to ADT’s knowledge of the Central Library’s alarm system, staff requested a proposal from ADT to upgrade the system.

This recommendation meets the single/sole source criteria in Section 2.105.160(b)(2) of the City Code “When required to ensure operations or function to match other products with respect to repair, expansion, or completion of a system, existing structure or program currently in use by the City, including, but not limited to, utility and technology purchases required to achieve interoperability with existing systems or programs.”

ENVIRONMENTAL REVIEW

This project being considered is exempt from the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15301, “Existing Facilities,” as the activity consists of the repair, maintenance or minor alteration of existing facilities involving no or negligible expansion of the use beyond that presently existing.

FISCAL IMPACT

The Library Department has sufficient FY2021/22 funding of \$180,860 in the Public Spaces Project (project #5049) in the Library Capital Improvement Fund to cover the not-to-exceed amount of \$139,503, which includes a 20% contingency for this project. The COVID-19 pandemic and resulting library closures had made the Public Spaces project scope of creating new public meeting space a lower priority. The shift in funds to library repairs was identified to Council and mentioned during the February 2021 Council Priority Setting Session. The recommended budget amendment would shift \$140,000 from the Public Spaces Project to a new Central Library Fire Panel Upgrade Project.

**Budget Amendment
FY 2021/22**

	Current	Increase/ (Decrease)	Revised
Library Department Capital Fund			
<u>Use of Funds</u>			
Public Spaces Capital Project	\$180,860	(\$140,000)	\$40,860
Central Library Fire Panel Upgrade Capital Project (New)	\$0	\$140,000	\$140,000

COORDINATION

This report has been coordinated with the Finance Department and the City Attorney’s Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website

and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Authorize the City Manager to execute an Agreement with ADT Commercial, LLC to upgrade the fire system inclusive of all labor, hardware and components, for a not-to-exceed amount of \$139,503 that includes a 20% contingency of the final negotiated not-to-exceed amount to cover any unanticipated costs that may result due to changes in final configuration or issues encountered during the implementation phase; and
2. Consistent with City Charter Section 1305, "*At any meeting after the adoption of the budget, the City Council may amend or supplement the budget by motion adopted by the affirmative votes of at least five members so as to authorize the transfer of unused balances appropriated for one purpose to another purpose, or to appropriate available revenue not included in the budget,*" approve the FY 2021/22 budget amendment in the Library Department Capital Fund to decrease the Public Spaces capital project appropriation by \$140,000 and establish a new Central Library Fire Panel Upgrade Capital Project appropriation in the amount of \$140,000 (**five affirmative Council votes required for the use of unused balances**).

Reviewed by: Cynthia Bojorquez, Assistant City Manager

Reviewed by: Manuel Pineda, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. ADT Commercial, LLC quote #891071020
2. ADT Commercial Agreement for Services