



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PUBLIC WORKS

**File #:** 24-463

Board Meeting Date: 6/11/2024

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Ann M. Stillman, Director of Public Works

**Subject:** Agreement with Johnson Controls, Inc. for Maintenance of the Access Control System

**RECOMMENDATION:**

Adopt a resolution:

- A) Waiving the Request for Proposals (RFP) process and authorizing an agreement with Johnson Controls, Inc., to provide maintenance of the access control system, for the term of July 1, 2024 to June 30, 2025 in an amount not to exceed \$475,270; and
- B) Authorizing an option to extend the agreement with Johnson Controls, Inc. for an additional year for the term of July 1, 2025 to June 30, 2026 in an amount not to exceed an additional \$546,960, to be exercised at the discretion of the Director of Public Works.

**BACKGROUND:**

In 1998, Johnson Controls, Inc. (JCI) access control system was selected through a Request for Proposals process conducted by the Sheriff's Office to provide an increased level of security for County facilities. JCI access control system provides secure access to County buildings and facilities by only allowing authorized personnel to enter. In addition, all access control card activity is stored in a database for auditing purposes.

As part of the County's overall security plan the system was initially installed in the Hall of Justice to provide a secure and safe environment for employees and visitors. JCI access control system has since been expanded to include most County facilities.

**DISCUSSION:**

The Department of Public Works (Department) recommends waiving the Request for Proposal process because of the significant investment the County has made in its access control system, as well as JCI's familiarity with the County's infrastructure and proprietary software.

The service maintenance agreement with JCI will provide customer service support, onsite

preventative maintenance, emergency response services, inspections, and repairs of the security systems covered within this agreement. Included in the JCI service maintenance agreement are services for the access control system, intrusion detection/burglar alarm system, video/closed circuit television, and intercom system at various County facilities. Three new County facilities were added to the FY 2024-25 JCI service maintenance agreement.

JCI has assured compliance with the County's Jury Service Ordinance, as well as other provisions that are required by the County's ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination, and equal benefits.

County Attorney has approved this resolution and agreement as to form. The Information Services Department has reviewed and approved this agreement.

**FISCAL IMPACT:**

The total amount of the agreement is \$475,270 for the term of July 1, 2024 to June 30, 2025 with the option to extend the term of the agreement for an additional year, in an amount not to exceed an additional \$546,960. The increase in cost is due to the three new County facilities being serviced. Funding for this contract is included in the Department of Public Work's FY 2024-25 Recommended Budget.

There is no additional impact to the General Fund.