



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PUBLIC WORKS

**File #:** 18-506

Board Meeting Date: 6/19/2018

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

**To:** Honorable Board of Supervisors  
**From:** James C. Porter, Director of Public Works  
**Subject:** Agreement with Johnson Controls, Inc. for Maintenance of the Cardkey Security System

**RECOMMENDATION:**

Adopt a resolution authorizing:

- A) An agreement with Johnson Controls, Inc., to provide maintenance of the Cardkey Security and access control system for the term of July 1, 2018 to June 30, 2019, for an amount not-to-exceed \$386,743; and
- B) A waiver of the Request for Proposal process.

**BACKGROUND:**

In 1998, the Johnson Controls, Inc. (JCI) Cardkey Security System was selected through a Request for Proposal (RFP) process conducted by the Sheriff's Department to provide an increased level of security for County facilities. As part of the County's overall security plan, this system was initially installed in the Hall of Justice (HOJ) to provide a secure and safe environment for employees and visitors. The JCI Cardkey Security System provides secure access for the County by allowing only authorized personnel to enter County buildings and facilities. In addition, all Cardkey activity is stored in a database for auditing purposes. This JCI security system has since been expanded to include most all County facilities.

**DISCUSSION:**

On July 1, 2018, the Cardkey Program will be transferring from the Information Services Department (ISD) to the Department of Public Works (Department). The Department will also assume the oversight and management of the maintenance agreement with JCI.

The maintenance agreement with JCI provides customer service support and onsite preventative maintenance, inspections, and repairs of the security system infrastructure. The security systems covered within this agreement include; the Cardkey access control system, intrusion

detection/burglar alarm system, video/closed circuit television, and intercom services at various County facilities.

Over this next fiscal year, JCI will also be upgrading their hardware and software system and replacing old and failing Cardkey readers. In recognition of the County's investment towards the system's upgrade, JCI provided a discount in the amount of \$67,308, or approximately fifteen percent (15%) over last year's maintenance cost base rate. Because of the significant investment the County has made in its Cardkey security and access control system infrastructure, the proposed discount, and JCI's continued maintenance and services provided in good standing, the Department recommends waiving the Request for Proposal process.

Over this next fiscal year, the Department will be working with the County-wide Building Security Workgroup to explore available technologies for facility access control systems to ensure the County continues to use the best products and services for providing security on facilities for the benefit of County employees and the community we serve.

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

County Counsel has approved this resolution and agreements as to form. ISD has reviewed and approved this agreement.

Approval of these agreements contribute to the Shared Vision outcome of a Collaborative Community because it will provide cardkey services to all County departments and secure County facilities.

**FISCAL IMPACT:**

The term of this agreement is from July 1, 2018 to June 30, 2019. The total amount of the agreement is \$386,743. Funding for this contract is included in the FY 2018-19 Recommended Budget. There is no additional impact to the General Fund.