

## Staff Summary Report

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**Council Meeting Date:** 08-14-2008

**Agenda Item Number:** \_\_\_\_\_

**SUBJECT:** Request to award a two-year contract with three, one-year renewal options to Stanley Convergent Security Solutions for security system purchase, installation and maintenance.

**DOCUMENT NAME:** 20080814fsta18 **PURCHASES (1004-01)**

**SUPPORTING DOCS:** Yes

**COMMENTS:** (RFP 08-186) Total cost for this contract shall not exceed \$500,000 during the initial contract period.

**PREPARED BY:** Tony Allen, Procurement Officer, 480-350-8548

**REVIEWED BY:** Michael Greene, CPM, Central Services Administrator, 480-350-8516  
Glenn Kephart, Public Works Manager, 480-350-8205  
Tom Lopez, Field Services Director, 480-350-8687

**LEGAL REVIEW AS  
TO CONTRACT FORM  
ONLY:** N/A

**FISCAL NOTE:** Sufficient funds have been appropriated in various Citywide cost centers.

**RECOMMENDATION:** Award the contract.

**ADDITIONAL INFO:** Request for Proposal 08-186 was issued to establish a contract for the purchase, installation and maintenance of security system equipment throughout the City. Seven responses were received. An evaluation committee comprised of Public Works and Procurement Staff reviewed and scored the proposals. It is the recommendation of the committee to award the contract to Stanley Convergent Security Solutions the overall high scorer.

## Proposal Questionnaire

1. List the address of your local office from which this City of Tempe contract will be administered. Include information on the size of the facility, sales staff, and warehouse inventory.

Stanley Convergent Security Solutions

2440 W. Mission LN. Phoenix, AZ. 85021

\* Please See Attached company overview and local office info .

2. Will your company provide 24 hour, 7 days a week hotline and service for emergency (after-hours) service and repairs?

Yes  No

3. Who is your inside Customer Service contact for the City of Tempe?

Name: JOHN NAVARRO Phone: 602-625-6363

4. Does your company accept all terms, conditions, and specifications of this RFP?

Yes  No

5. Does your firm meet all preferred requirements as noted in the specifications of this RFP?

Yes  No

6. Provide three local government and/or large industry references to which you have provided similar services for the past 5 years.

Company Name	Contact	Phone #
<u>CITY OF TUCSON</u>	<u>- MIKE MOLINA</u>	<u>- 520-240-1309</u>
<u>GREENLEE COUNTY</u>	<u>- CHARLES BERUBE</u>	<u>- 928-651-3957</u>
<u>CITY OF PHOENIX</u>	<u>- GARY POLEGA</u>	<u>- 602-542-4866</u>

7. Will your company perform all work for this contract in conformance with all OSHA safety requirements?

Yes  No

8. Will your company perform all work for this contract in conformance to NFPA 70E?

Yes  No

9. Provide your firm's experience

\* SEE Attached Local Office information .

\* NOTE: Stanley is the current Security Integrator for the City of Tempe.

10. Indicate the staffing by category (management, technician, administrative, laborer, etc.) and count of all personnel at your local office.

\* SEE Attached Local office information .

\* NOTE: Stanley personnel have installed most of the security systems at the City during the last 8 yrs.

11. Indicate the total number of active accounts currently being serviced from your local office.

Stanley has 4800 accounts in Arizona .

12. What is your parts and service availability?

Our service is 24/7 365 Days a year.

WE have seven dedicated service vans fully stocked and a Warehouse with over one million dollars of Inventory.

## Proposal Checklist For Submittals

- One- (1) signed and complete original of the RFP response, including "Vendor's Proposal Offer" (Form 201-B).
- The Proposal Questionnaire has been completed and included
- Price Information completed and included.
- Any addendum(s) have been included
- Copy of License
- Catalog and pricing schedule for all items proposed as "discount percentage off list price" including Hirsch, March, Best Access and Wi-Lan products.

Company Name: Stanley Convergent Security Solutions  
**PRICE SHEET**

ITEM NO.	DESCRIPTION OF REQUIRED MATERIAL, SERVICE OR CONSTRUCTION	UNIT	UNIT PRICE
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Group A. Hourly Rates

- |    |  |    |                         |
|----|--|----|-------------------------|
| 1. | Hourly rate for installation and testing   | \$ | <u>65<sup>00</sup></u>  |
| 2. | Hourly rate for non-warranty service (normal working hours).<br>Identify normal working hours: <u>M-F 7:30-4:30 PM</u>     | \$ | <u>75<sup>00</sup></u>  |
| 3. | Hourly rate for non-warranty service (after hours). Identify<br>normal working hours: <u>SAT, SUN, M-F 4:31 PM-7:29 AM</u> | \$ | <u>115<sup>00</sup></u> |

Group B. Non-Hourly Rate Items

1. Hirsch Equipment

Discount percentage off list prices: 20 %

List the discount percentage from the most current published list price on ALL HIRSCH equipment. (Discount to be the same for all equipment, no variation of discount from part to part will be accepted.)

2. March Networks DVR or approved alternate

Manufacturer Name \_\_\_\_\_

Discount percentage off list prices: 50 %

List the discount percentage from the most current published list price on ALL MARCH equipment or approved alternate DVR manufacturer. (Discount to be the same for all equipment, no variation of discount from part to part will be accepted.)

3. Pelco Equipment or approved alternate

Manufacturer Name \_\_\_\_\_

Discount percentage off list prices: 30 %

List the discount percentage from the most current published list price on ALL MARCH equipment or approved alternate DVR manufacturer. (Discount to be the same for all equipment, no variation of discount from part to part will be accepted.)

4. Best Access Equipment or approved alternate

Electromechanical Door Hardware

Manufacturer Name \_\_\_\_\_

Discount percentage off list prices: 40 %

List the discount percentage from the most current published list price on ALL BEST ACCESS SYSTEMS equipment or approved alternate Electromechanical Door Hardware manufacturer. (Discount to be the same for all equipment, no variation of discount from part to part will be accepted.)

Company Name: Stanley Convergent Security Solutions

**PRICE SHEET**

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5. Wi-Lan Inc. Radio Communication or approved alternate  
Manufacturer Name \_\_\_\_\_  
Discount percentage off list prices: 60 %  
List the discount percentage from the most current published list price on ALL WI-LAN equipment or approved alternate DVR manufacturer. (Discount to be the same for all equipment, no variation of discount from part to part will be accepted.)

\* Applicable Tax 8.1 %

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\* State correct jurisdiction to receive sales tax on the Vendor's Bid Offer, form CS-P201 (B) included in this Invitation for Bid document.

Less prompt payments discount terms of \_\_\_ % \_\_\_ days/ or Net 30 days. (To apply after receipt and acceptance of an itemized monthly statement.) For bid evaluation purposes, the City cannot utilize pricing discounts based upon payments being made in less than 30 days from receipt of statement.