

Management Committee

Meeting date: October 10, 2018

For the Metropolitan Council meeting of October 24, 2018

Subject: Card Access System Contract 17P363A

District(s), Member(s): All

Policy/Legal Reference: Council Policy 3-3 Expenditures – Procurements of Goods and Services over \$500,000

Staff Prepared/Presented: Theresa Nistler, Assistant Director, Information Services, 602-1504; Jody Jacoby, Manager, Contracts and Procurement, 602-1144

Division/Department: RA Information Services

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and award a contract with VTI Security in an amount not to exceed \$800,000 for a contract period up to 5 years to provide equipment, installation, migration and support services for an enterprise building card access system.

Background

The Council's enterprise-wide card access system support agreement is end of life. Replacement of this software system is vital to ensuring access to all Metropolitan Council facilities is secure, restricted to appropriate personnel and the system data is protected.

Earlier this year a formal, advertised Request for Proposals (RFP) was issued and responded to. The responses to the RFP were evaluated by a cross departmental team of employees as voting members and Gartner Inc. as a technical advisor. The response from VTI Security was deemed advantageous to support the Council's building access needs and procurement determined the process was competitive.

Rationale

The Council is dependent upon a stable secure building access system in order to conduct our daily business. This agreement will provide current equipment, appropriate access to facilities and support upgrades.

Thrive Lens Analysis

The Building security card access system & support services agreement is needed to address the reliability, resilience, security and cost-effectiveness of the Council's access to facilities across the region. This supports the Thrive outcomes of stewardship and sustainability.

Funding

Funding for this enterprise agreement is included in the Information Services operating budget. The budget for this project, previously approved by Council, is \$3,002,688 and will be fully spent during multiple phases. This first phase of \$800,000 is for the software, installation, migration and support services for the initial implementation. Additional phases will include hardware for items such as card readers, door strikes and controllers, full documentation of updated building blueprints with electrical and low voltage runs, ancillary equipment such as printers, batteries and power supplies, full replacement of card stock and a maintenance contract to fix or replace broken equipment. This phased approach allows the Council to fully utilize the current equipment and ensure each phase has the ability to garner broad vendor response and best pricing options as well as minimizing disruption to employees and overall operations.

Known Support / Opposition

No opposition is known at this time.