

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
**For Inclusion on Board Agenda**  
**BIDS AND PROPOSALS**

To: President and Village Board of Trustees  
FROM: Scott Niehaus, Village Manager  
DATE: February 24, 2016 Agenda Date: March 3, 2016  
TITLE: Village-wide Surveillance Camera Systems

SUBMITTED BY: Roy Newton, Deputy Chief of Police

**RESULTS:**

Date Bids Were Published: N/A.....Date Bidding Closed: N/A  
Total Number of Bids Received: N/A  
Total Number of Bidders Meeting Specifications ..... N/A  
Bid Security Required .....  Yes  No  
Performance Bond Required .....  Yes  No  
Were Any Bids Withdrawn.....  Yes  No  
Explanation.....  
Waiver of Bids Requested? .....  Yes  No  
If yes, explain: Sole Vendor for Federal Siren  
Award Recommended to Lowest Responsible Bidder  Yes  No  
If no, explain: N/A

**FISCAL IMPACT:**

Engineer's estimate/budget estimate: 2016 -  
Amount of Award: 3 yr contract / \$29,395 / yr for 3 yrs

**BACKGROUND/RECOMMENDATION:**

Recommendation of staff to waive competitive bidding and award a contract to Closed Circuit Innovations for a maintenance agreement to cover all interior and exterior Village surveillance camera systems for a three year contract in the amount of \$29,395 for FY 2016, 2017 and 2018.

Has Recommended Bidder Worked for Village Previously  Yes  No  
If yes, was quality of work acceptable  Yes  No  
Was item bid in accordance with Public Act 85-1295?  Yes  No  
Waiver of bids - Public Act 85-1295 does not apply  Yes

**REVIEW** (as needed):

Finance Director XX \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager XX Scott Niehaus Date 2/25/16

**NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 Noon, Wednesday, prior to the Board Agenda distribution.**



February 24<sup>th</sup>, 2016

TO: Village Board of Trustees

THROUGH: Scott Niehaus, Village Manager

FROM: Deputy Chief Roy Newton

SUBJECT: Maintenance Agreement for Village Wide Surveillance Camera Systems

### **Background**

The Village of Lombard has a Surveillance Camera System in place that covers the interior and exterior of the Village Hall, Police Department, Public Works, and Train Station. We have used Closed Circuit Innovations for installation and maintenance since before 2010. During this time, Closed Circuit has been our sole vendor for Public Works, Village Hall, Police and Train Depot surveillance cameras. During the recent construction of the new Train Station Tunnel Project, Closed Circuit was again tasked with adding and maintaining the camera system. In the past we have paid Closed Circuit yearly maintenance separately for the various camera systems without a raise in fees. As technology improves cameras have become more expensive and the ability to purchase these items to replace and still maintain the same maintenance fee may not be possible. John Doser from IT and Jamie Cunningham from Finance and I have met and determined that a service agreement for the next three years is the proper course of action. We are proposing the Village of Lombard enter into a three year service agreement with Closed Circuit Innovations for fiscal years 2016, 2017 and 2018 in the amount set each year at \$29,395. Labor, materials, hardware and software are all covered under this agreement.

The Village of Lombard has already budgeted \$100,000 in the Capital Improvement Plan for FY 18 to upgrade Security Card Access Systems Village wide. This will coincide nicely with the end of our service agreement. The Village of Lombard can then request bids for campus wide Surveillance Camera and Card Reader Systems in an effort to consolidate into one Security Initiative.

### **Recommendation**

The Village staff recommends that the Village President and Board of Trustees authorize the expenditure of \$29,395 for each FY 2016-2018 to Closed Circuit Innovations for Maintenance Agreement Fees.

**Create Cut Invent / Closed Circuit Innovations Inc.**

Closed Circuit Innovations Inc.  
P.O. Box 2784  
Naperville, IL 60567

**Invoice**

**Invoice #:** 3 year 2016  
**Invoice Date:** 12/29/2015  
**Due Date:** 12/29/2015  
**Project:**  
**P.O. Number:**

**Bill To:**

Village of Lombard  
235 E. Wilson Ave.  
Lombard, IL 60148

Description	Amount
<p>Onsite HARDWARE / SOFTWARE / LABOR Agreement</p> <ul style="list-style-type: none"> <li>&gt; Police interview rooms high resolution analog camera digital recording and monitoring system</li> <li>&gt; Police Station and Booking HD high resolution analog camera digital recording and monitoring system</li> <li>&gt; Village Hall / Public Works high resolution analog camera digital recording and monitoring system</li> <li>&gt; Metra high resolution HD camera digital recording and monitoring system</li> <li>&gt; Metra high resolution analog camera digital recording and monitoring system</li> </ul> <p>Onsite Premium extended service / software usage agreement 12 months JAN 1 2016 - DEC 31 2016</p> <p>Covered Items:</p> <p>Hardware</p> <ul style="list-style-type: none"> <li>&gt; Fixed cameras, cable and power supplies</li> <li>&gt; PTZ cameras, cable and power supplies</li> <li>&gt; Servers and Microsoft SQL server software</li> </ul> <p>Enterprise full functioning simultaneous multi - user software</p> <ul style="list-style-type: none"> <li>&gt; Unlimited seat installation and use during agreement</li> <li>&gt; Unlimited updates to adapt to constant changing software environment</li> <li>&gt; Training and support</li> </ul> <p>Labor to troubleshoot and repair:</p> <ul style="list-style-type: none"> <li>&gt; Cameras</li> <li>&gt; Power supplies</li> </ul>	29,395.00

**Total**

**Payments/Credits**

**Balance Due**

**Create Cut Invent / Closed Circuit Innovations Inc.**

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Description	Amount
<p>&gt; Cable &gt; Servers &gt; Software</p> <p>Lift rental: &gt; Troubleshoot and repair high mounted cameras</p> <p>Not Covered Items:</p> <p>&gt; Increased value or number of items will require adjustment agreement</p> <p>&gt; Acts of Nature, Vandalism or issues with supply power related not covered in any way.</p> <p>Fixed per year rate of \$29,395.00 for 2016, 2017, 2018 ( 3 Year Period )</p> <p>Signature Required X _____</p> <p>Print Name / Title X _____</p>	
<b>Total</b>	_____
<b>Payments/Credits</b>	_____
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Description	Amount
<b>Total</b>	<b>\$29,395.00</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$29,395.00</b>