



AGENDA ITEM SUMMARY

District Impacted

- ☐ 1 = Wolosin
- ☐ 2 = Woolard
- ☒ 3 = Vacant
- ☐ 4 = Cisneros
- ☐ 5 = Handren
- ☐ All

AGENDA DATE

February 26, 2019

DESCRIPTION

CONSIDER RESOLUTION NO. 2019-R17; A RESOLUTION AUTHORIZING THE CITY MANAGER TO PROCEED WITH PURCHASES AS PER SECTION 6.08 OF THE CITY OF BOERNE'S HOME RULE CHARTER. *(Purchase and installation of access control and IT communications equipment for Boerne Visitors Center)*

STAFF'S RECOMMENDED ACTION (be specific)

Approve Resolution No. 2019-R17; Authorizing the purchase and installation of access control and IT Communications equipment for the Boerne Visitors Center in an amount no to exceed \$34,323.00.

CONTACT PERSON

Paul Barwick – Special Projects Director

SUMMARY

Background

Peter Lewis Architects + Associates developed construction plans for the 2,800 sf Boerne Visitors Center (BVC) building and Lohmann St. parking lot improvements project. The BVC includes a guest lobby, conference room, 3 offices, 3 work stations, work room, break room, mop closet, restrooms and storage room. Parking lot improvements include asphalt parking lot, curbs, sidewalks, masonry seat wall, 4' fence, parking lot/security lighting, surveillance cameras, landscape and irrigation.

The project was bid and awarded to JM Lowe & Company by City Council in the amount of \$1,166,300 for construction. In addition to the construction contract, the Council approved a 1% contingency in the amount of \$11,663 for a total expenditure up to \$1,177,963 for the BVC and parking lot.

The approved budget for the project is \$1,294,460, which includes funds for everything from design through completion of construction and furnishing the new building. During the construction of the building it was discovered that an allowance for IT access control and communications equipment was not included in the overall BVC budget. With the very minimal project contingency (1%), there is no money in the budget available to fund the needed equipment. Therefore, the project budget needs to be increased to cover the expense.

	<p>Purchase of Equipment and Services</p> <p>The IT department contacted three vendors to solicit bids for the following IT equipment and installation services for:</p> <p><u>Access Control</u> – cabling, door controllers & software, exit motion detectors, recessed contacts, and power supplies.</p> <p><u>IT Communications</u> – 48 port patch panel, Cat 6 inserts, single port faceplates, and single port biscuits for cameras</p> <p>Two proposals were received from GVTC and Texas Electronic Systems Specialists, Inc. (TESS). The proposal from TESS was incomplete.</p> <p>Recommendation</p> <p>It is staff's recommendation that City Council approve Resolution No. 2019-R17 authorizing the purchase of access control and IT communications equipment and installation services for the Boerne Visitors Center in an amount not to exceed \$34,323.00.</p>
COST	\$34,323.00
SOURCE OF FUNDS	Hotel Occupancy Tax (CVB) Fund Balance
ADDITIONAL INFORMATION	GVTC quotes for Access Control and IT Communications equipment and installation services

This summary is not meant to be all inclusive. Supporting documentation is attached.