

City of Piedmont
COUNCIL AGENDA REPORT

DATE: March 3, 2025

TO: Mayor and Council

FROM: Rosanna Bayon Moore, City Administrator

SUBJECT: Consideration of the Award of a Contract for the Installation of Door Access Controls in the Police Department, Fire Department and City Hall to Applied Video Solutions (AVS) in the amount of \$248,782 and the Award of Access Control Maintenance for a Period of Five Years to Applied Video Solutions (AVS) in the Amount of \$52,126.

RECOMMENDATION

By a single motion, take the following actions regarding the Door Access Control Project:

1. Approve the award of a contract for the installation of door access controls in the Police Department and City Hall to Applied Video Solutions (AVS) in the amount of \$248,782.
2. Approve the award of access control maintenance for a period of five years to AVS in the amount of 52,126.
3. Authorize the City Administrator to execute project related documents.

BACKGROUND

In an ongoing effort to modernize and implement best practices for building security, safety of personal and the security of confidential information, the Department of Public Works undertook a focused analysis of City buildings. City of Piedmont Police Department cyber security requirements as outlined in Criminal Justice Information Service (CJIS) policy were evaluated. CJIS policy defines strict security requirements for local, state and federal law enforcement and requires a high level of encryption on all door access control components and communications.

Staff analysis resulted in the publication of a Request for Proposals (RFP) to achieve the aforementioned goals. Given constrained resources, the Police Department and City Hall facilities (including the Fire Department) were identified as the City's highest priority locations.

To achieve the maximum cost efficiency and avoid duplication of efforts, Public Works and the Police Department have coordinated the schedule of the current Police Department Dispatch Center Project to align with the proposed schedule of the Access Control Project.

DISCUSSION

Request for Proposal (RFP) documents were developed and the RFP was published to the

industry through publicly available bidding channels as well as being posted on the City's website on January 13, 2025.

A mandatory pre-proposal walk-through of City Hall and the Police Department by possible vendors was held on January 21, 2025 to ensure that the contracting community understood the historic nature of City Hall and the need to preserve its aesthetic elements when installing door access controls.

Proposals were received on February 4, 2025, and analyzed by staff and the City's design consultant. The engineer's estimate for this project was \$250,000. Two proposals were received and are presented in the table below:

Bidder Name	Bid Amount
Applied Visual Solutions	\$ 248,781.61
EyeP Solutions	\$ 604,136.57

The proposals were ranked according to evaluation criteria, published in the RFP:

Table 4 – Evaluation Criteria

Criteria	Percentage
Price	40%
Technical and Aesthetic Features of Proposed Solution	35%
References & Experience	20%
Completeness and Accuracy of Proposal Response	5%

The two proposals were scored as follows:

Piedmont Access Control - City Hall/Fire Station and Police Department					
Vendor	Price (40 max)	Technical and Aesthetic Features of Proposed Solution (35 max)	References and Experience (20 max)	Completeness and Accuracy of Proposal Response (5 max)	Total (100 max)
AVS	40.0	35.0	20.0	5.0	100.0
EyeP Solutions	16.5	35.0	20.0	5.0	76.5
AVS					
Evaluator	Price (40 max)	Technical and Aesthetic Features of Proposed Solution (35 max)	References and Experience (20 max)	Completeness and Accuracy of Proposal Response (5 max)	Total (100 max)
Piedmont Evaluation Team ¹	40.0	35.0	20.0	5.0	100.0
Total	40.0	35.0	20.0	5.0	100.0
Number of Scorers	1				
Group Score	40.0	35.0	20.0	5.0	100.0
EyeP Solutions					
Evaluator	Price (40 max)	Technical and Aesthetic Features of Proposed Solution (35 max)	References and Experience (20 max)	Completeness and Accuracy of Proposal Response (5 max)	Total (100 max)
Piedmont Evaluation Team ¹	16.5	35.0	20.0	5.0	76.5
Total	16.5	35.0	20.0	5.0	76.5
Number of Scorers	1				
Group Score	16.5	35.0	20.0	5.0	76.5
Notes:					
1. City of Piedmont Evaluation Team consisted of Lisa Douglas, Daniel Gonzales, and Rich Cunningham from the City of Piedmont, and Craig Williams from ClientFirst Technology Consulting.					

Both firms submitted comprehensive proposals, demonstrating experience, expertise and competence with the scope of services requested. The proposals of both proposing firms were thorough and complete. Of note, the pricing that was submitted by each firm was significantly different. In order to understand the significant price difference, the following steps were taken:

1. City staff and the City's consultant contacted EyeP Solutions to ensure that a gross mathematical error had not occurred. EyeP Solutions confirmed their stated pricing as correct.
2. Conversely, City staff needed assurance that the AVS proposal was not underpriced solely in order to win the award. Staff met with AVS and reviewed their proposal assumptions. Based on these conversation and the previous services that AVS have provided to the City, staff believe that the proposed services are appropriately priced.

Based on the proposal from AVS being both complete and responsive, staff is recommending award of the Access Control Project to Applied Video Solutions.

SCHEDULE OF CONSTRUCTION

If the contract is awarded on March 3rd, it is anticipated that the work will begin in March, beginning with coordinated schedules with the Police Department Dispatch general contractor. Work at City Hall would follow in sequence or be performed in parallel with the Police Department. The project is anticipated for completion in May 2025.

FISCAL IMPACT

Based on the recommended award amount, staff is proposing the following overall budget:

Construction	\$ 248,781.61
Construction Contingency (10%)	\$ 24,878.16
Total Estimated Project Construction Budget	\$ 273,659.77

Funding for the project will come from the Facilities Capital Budget (Projects FAC004 and FAC006).

CITY ATTORNEY REVIEW

The City Attorney has reviewed the staff report and Agreement.

By: Daniel Gonzales, Public Works Director

Attachments:

A. Agreement

AGREEMENT

CONTRACT

This Contract made March 3, 2025 ("Effective Date"), between the City of Piedmont, California, a municipal corporation, 120 Vista Avenue, Piedmont, California 94611, ("City") and AVS, an ("Independent Contractor").

1. City is a municipal corporation which needs certain services and software as more specifically set forth hereafter.
2. Independent Contractor agrees to provide these services and software to the City under the terms and conditions set forth in this Contract ("Contract").

3. **Services**

Independent Contractor shall provide the services as set forth in Exhibit A attached hereto and incorporated herein

4. **Compensation**

- a. City will pay the Independent Contractor the sum of: \$248,781.61 dollars for the services described in Section 3 above. City shall issue payment within 30 days of the satisfactory completion of the services described in Section 3 above.

5. **Term**

This contract shall begin on the Effective Date. Unless otherwise terminated as provided in this Contract, this Contract shall terminate one year from the Effective Date.

6. **Contractual Relationship**

The parties intend that an independent Contractor-employer relationship will be created by this Contract. City is interested only in the results to be achieved, and the conduct and control of the work will lie solely with Independent Contractor. Independent Contractor is not to be considered an agent or employee of City for any purpose, and neither Independent Contractor nor any employees of Independent Contractor are entitled to any of the benefits that City provides for City's employees. It is understood that City does not agree to use Independent Contractor exclusively. It is further understood that Independent Contractor is free to contract for similar services to be performed for other cities, persons or entities during the term of the Contract. Independent Contractor shall be fully responsible for all income, social security or other taxes or deductions, including but not limited to worker's compensation and unemployment deductions, relating to the services it performs for City.

7. **Indemnity and Hold Harmless**

To the fullest extent permitted by law, Independent Contractor shall defend (with legal counsel reasonably acceptable to City), indemnify and hold harmless City and its officers, elected officials, employees, agents, and volunteers (collectively "Indemnitees") from and against any and all liability, claims, loss, cost, damage, injury (including, without limitation, injury to or death of an employee of Independent Contractor or its subconsultants), expense and liability of every kind, nature and description (including, without limitation, fines, penalties, incidental and consequential damages, reasonable court costs and attorneys fees, litigation expenses and fees of expert consultants or expert witnesses incurred in connection therewith, and costs of investigation) ("Liability"), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Contract by Independent Contractor or by any individual or entity for whom Independent Contractor is legally liable, including but not limited to, officers, agents, employees, subcontractors or consultants of Independent Contractor.

For design professionals (as that term is defined by Civil Code § 2782.8) acting within the scope of their professional capacity, to the fullest extent permitted by law, Consultant shall, at its own expense, indemnify, protect, defend (by counsel reasonably satisfactory to the City) and hold harmless any Indemnitees from and against any and all Liability, whether actual, alleged or threatened, which arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, or as may be provided by statute in Civil Code § 2782.8, as may be amended from time to time.

Neither termination of this Contract nor completion of the services shall release Independent Contractor from its obligations under this Section 7, as long as the event giving rise to the claim, loss, cost, damage, injury, expense or liability occurred prior to the effective date of any such termination or completion, and this section shall survive the termination of the Contract.

8. Insurance

The following minimum levels of insurance coverage shall be provided during the term of this Contract. Prior to the execution of the Contract, Independent Contractor shall provide proof of insurance required. Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

Independent Contractor shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive Independent Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 05 09 or 25 04 05 09) or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, covering hired, (Code 8) and non-owned autos (Code 9), with limit no less than \$2,000,000 per accident for bodily injury and property damage.
3. Workers’ Compensation: as required by the State of California, with Statutory Limits.
4. Professional Liability (Errors & Omissions): As appropriate to Independent Contractor’s services, and not less than \$2,000,000 per occurrence.

The insurance policies are to contain, or be endorsed to contain, the following provisions:

The City of Piedmont, its Council Members, directors, officers, agents and employees shall be named as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of Independent Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Independent Contractor’s insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

For any claims related to this contract, Independent Contractor’s insurance coverage shall be primary insurance coverage (at least as broad as ISO CG 20 01 04 13) with respect to the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Independent Contractor’s insurance and shall not contribute with it.

Independent Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Independent Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Independent Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

Independent Contractor shall require the insurer to provide City with 30-day prior notice of termination or material change in coverage and ten (10) days prior notice of cancellation for non-payment.

9. Assignability

Independent Contractor shall not assign, delegate, or transfer any interest in this agreement nor the performance of any Independent Contractor's obligations hereunder, without the prior written consent of the City.

10. Miscellaneous

As used in this Contract, the masculine, feminine or neuter gender, and the singular or plural number, shall each be deemed to include the others whenever the context so indicates.

11. Notices

Any notices to be sent pursuant to this Contract shall be given in writing, via facsimile and concurrently by prepaid U.S. certified or registered postage addressed to City at 120 Vista Avenue, Piedmont, California 94611, and to Independent Contractor at 2601 Mission Street, Suite 401, San Francisco, CA 94110, or at such other address as each party shall give the other in writing from time to time, and notices shall be deemed received at the time of personal delivery or three (3) working days after being placed in the United States Mail, postage prepaid, certified mail, return receipt requested.

12. Governing Law

This Contract shall be governed by the laws of the State of California. Jurisdiction and venue of litigation arising from this Agreement shall be in the County of Alameda, State of California.

13. Modification

Any modification of this Contract will be effective only if it is in writing signed by all parties to this Contract.

14. Time is of the Essence

Time is of the essence in the performance of this Contract.

15. Termination

The following provisions shall govern termination under this Contract:

a. Either party may terminate this Contract for cause as follows:

- (1) The party electing to terminate shall give the other party written notice of termination at least five (5) days prior to the termination date, setting forth very specifically the grounds for termination, the specific provisions of the Contract that has been violated, and a full statement of the facts surrounding the violations(s).

- (2) If the terminated party so elects, the parties shall meet promptly and make good faith efforts to resolve the violation(s) in a mutually agreeable way.
 - (3) If any such violation cannot be resolved by the parties at such meeting, or at any mutually agreed extension(s) of such meeting, the termination shall proceed.
 - (4) If the violation(s) have not been resolved, the terminating party may proceed with termination, and with retaining other person(s) or entities to provide services, if the terminating party is the City.
- b. Either party may terminate the Contract at any time without cause upon at least sixty (60) days prior written notice to the other party. In the event of any such termination by City, Independent Contractor shall be paid for services actually performed through the date of termination, and Independent Contractor's work shall be immediately discontinued as of that date, except that City may elect, at City's option, to have Independent Contractor complete one or more projects or specific activities which are then in progress, in which case Independent Contractor shall be paid for such services until completion. If terminated by Independent Contractor, any assignment accepted by Independent Contractor prior to the notice of termination shall be completed if desired by City.

16. Equal Opportunity

Independent Contractor shall insure that its policies and practices provide equal opportunity to all applicants and employees without regard to race, color, creed, gender, age, religion, national origin, sexual preference, gender identity, marital status, disability, Acquired Immune Deficiency Syndrome (AIDS), AIDS-Related Complex (ARC) and in addition, Independent Contractor must comply with the Americans with Disabilities Act.

17. Compliance with Laws

Independent Contractor shall use the standard of care in its profession to comply with all applicable federal, state, and local laws, codes, ordinances, and regulations. Independent Contractor represents and warrants to City that it has and shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Contract any licenses, permits, insurance and approvals which are legally required for Independent Contractor to practice its profession.

18. Entire Agreement

This Contract constitutes the entire agreement of the parties with respect to the matters set forth herein. Any amendments, modifications, or changes to this Agreement shall be in writing and signed by both parties. In the event of a conflict between the terms set forth in this Contract and the terms set forth in any exhibit to this Contract, the terms of this Contract shall govern over the terms of any exhibit.

19. Ownership of Documents

All plans, studies, documents and other writings, including working notes and internal documents, prepared by and for Independent Contractor, its officers, employees and agents and subcontractors in the course of implementing this Agreement, shall become the property of City upon payment to Independent Contractor for such work, and City shall have the sole right to use such materials in its discretion without further compensation to Independent Contractor or to any other party. Independent Contractor shall, at Independent Contractor's expense, provide such reports, plans, studies, documents and other writings to City upon written request. All documents prepared by Independent Contractor are confidential and shall be maintained to preserve their confidential nature. Release of any such documents to third parties shall only be made upon written consent of City.

20. Licenses

Independent Contractor represents and warrants that it has all licenses, permits, qualifications, insurance and approvals of whatsoever nature which are legally required of Independent Contractor to practice its profession. Independent Contractor represents and warrants to City that Independent Contractor shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals which are legally required of Independent Contractor to practice its profession.

21. Waiver

Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

IN WITNESS WHEREOF, the parties have executed this Contract at Piedmont, California, the day and year first above written.

CITY OF PIEDMONT:

AVS:

By: _____
City Administrator

By: _____
Title:

Attest:

Anna Brown, City Clerk

Approved as to form and legality:

Michelle Marchetta Kenyon, City Attorney
Deepa Sharma, Assistant City Attorney



Request for Proposal

Access Control System

**City Hall/Fire Station
and Police Department**

Date Released: January 13, 2025

Date Due: February 4, 2025

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Access Control System**1. Background**

- 1.1. The City of Piedmont is a community of approximately 11,000 residents located in the beautiful Oakland Hills overlooking San Francisco Bay. The community, which is virtually built out, consists of established, quality single-family homes on quiet, tree-lined streets. Although the City has a small commercial center, Piedmont is almost entirely zoned for single-family dwelling residential use and relies primarily on property and voter-approved parcel taxes.
- 1.2. Piedmont is a full-service charter city operating under a City Council/Administrator form of government. Five Council members are elected at-large on a nonpartisan basis to staggered, four-year terms. The Council elects a mayor and vice-mayor from among its members, and City officials are appointed by the City Council. The departments within the City include Administration, Public Works, Police, Fire and Recreation. The City also operates KCOM-TV, a government/educational access station.
- 1.3. Definitions:
 - 1.3.1. “City” refers to the City of Piedmont.
 - 1.3.2. “Vendor,” “Bidder,” or “Responder” refers to a firm or organization submitting a Proposal for this project.
 - 1.3.3. “Contractor” refers to the Vendor who is awarded the contract for this engagement.
 - 1.3.4. “RFP” refers to this Request for Proposal.
 - 1.3.5. “PM,” “City Project Manager,” or “City PM” refers to the Project Manager assigned by the City for the project described in this RFP.
 - 1.3.6. “Local time” refers to Pacific Standard Time.

2. Response Requirements

- 2.1. Response Requirements
 - 2.1.1. Proposals are due and must be submitted by February 4, 2025, at 9:00 a.m., local time.
 - 2.1.2. Proposals must be submitted via e-mail addressed to:

**Attn: City of Piedmont RFP - Access Control System
City Hall/Fire Station and Police Department
Anna Brown, City Clerk
City of Piedmont
abrown@piedmont.ca.gov**
 - 2.1.3. Vendors must supply one (1) electronic copy of the Proposal via e-mail
 - 2.1.4. All prices shall be FOB (Freight on Board), the City of Piedmont, 120 Vista Avenue, Piedmont, CA 94611.
 - 2.1.5. PROPOSALS MAY NOT BE FAXED.

**City of Piedmont RFP – Access Control System
City Hall/Fire Station and Police Department**

- 2.1.6. Include a copy of this RFP in the Proposal response. Proposals are to be formatted such that any requested information is provided directly beneath each numbered section in which the information is requested, or in the specific forms provided within this document. After each subsection at the .1 level (example 4.2. General/City Hall / Fire Station) the Vendor shall state whether they have read the requirements and will comply with them. Respond to all subsections in Sections 4 through 12.
- 2.1.7. Because this is an RFP, not a bid, there will not be a public bid opening immediately following the Proposal Due Date. Proposals will be evaluated by a City team based on the requirements of this RFP.
- 2.1.8. The City will hold a pre-proposal meeting and site visit, at the location, date and time listed in Table 1. **Attendance is mandatory.** If you plan to attend, please RSVP no later than one (1) day before the scheduled meeting to Anna Brown by e-mail: abrown@piedmont.ca.gov.
- 2.1.9. Contractors shall make themselves available to meet with the City on the date listed in Table 1, should their Proposal be selected for review.
- 2.1.10. The City will consider procuring the access control system using an existing joint purchase agreement. Vendor shall reference an existing joint purchase agreement with its pricing in the Proposal Pricing Section.
 - 2.1.10.1. Vendor shall provide joint purchasing agreement contract number or any other information helpful for a City review of the referenced joint purchasing agreement.
- 2.2. Questions on this procurement shall be directed, in writing, via e-mail to:

Daniel Gonzales
Director of Public Works
City of Piedmont
dgonzales@piedmont.ca.gov
- 2.2.1. The subject line of the email shall be titled “Questions on Access Control System RFP.”
- 2.2.2. The deadline for questions is listed in Table 1.
- 2.2.3. The City and its consultants will issue the RFP according to the schedule listed in Table 1.
- 2.3. The schedule for this procurement is described in the following Table 1:

Table 1

Estimated Selection Process Step	Estimated Date(s)
RFP Issued	January 13, 2025
Pre-Proposal Meeting and Site Visit (Mandatory) Piedmont City Hall 120 Vista Ave. Piedmont, CA 94611	January 21, 2025, 9:00 a.m., local time
Questions Due	January 24, 2025, 2:00 p.m. local time
City Response to Questions	January 28, 2025
Proposal Due Date	February 4, 2025, 9:00 a.m., local time
Vendors shall make themselves available for a virtual proposal validation meeting with the City and consultants	February 6, 2025
Vendor Selection	Mid-February, 2025
Project Start	March 1, 2025

2.4. Procurement Information

- 2.4.1. This RFP document provides for the specification and procurement of an Access Control System for the City of Piedmont at the City Hall/Fire Station and the Police Department. The Access Control System includes card readers, door hardware upgrades, access control panels, cabling, UPS battery backup, enclosures, power supplies, connections to electric power, and management software. The locations are shown in the drawings that are part of this RFP, which will be made available to vendors who attend the mandatory pre-proposal meeting. See *General Requirements* below for further information about drawing distribution.

2.5. General Requirements

- 2.5.1. The winning Vendor (“Contractor”) shall furnish and install all necessary labor, material and/or equipment required to complete the work as described within these Proposal documents and as specified herein for the City.
- 2.5.2. The City will provide drawings showing access control locations. For public safety reasons, the drawings are not being posted with the RFP, but the locations are not positioned in difficult locations. The drawings will be made available to vendors who attend the mandatory pre-proposal meeting and site visit. Here is the list of drawings:
- 2.5.2.1. T1.01 City Hall/Fire Station & Police Department Site Plan
 - 2.5.2.2. T2.01 City Hall/Fire Station Access Control Plans
 - 2.5.2.3. T2.02 Police Department Access Control Plans
- Drawings will be distributed to attendees in paper form at the pre-proposal meeting, and in electronic form after the meeting.

- 2.5.3. Contractor shall carefully investigate the site and conditions, verify dimensions by actual measurement if necessary, and coordinate the work accordingly. Contractor shall be responsible for the accuracy of all such measurements and the precise fitting and assembly of the finished installation.
- 2.5.4. No substitutions, deletions, changes, or additions of access point locations shall be permitted without written approval from the City.
- 2.5.5. Contractor shall be responsible for the protection of its work until such time that the City issues written acceptance of the System.
- 2.6. Qualifications of Vendor
 - 2.6.1. This RFP opportunity is open to all accredited providers of access control systems. The Vendor must be certified by the manufacturer of access control systems required by this RFP opportunity.
 - 2.6.2. Vendor shall be licensed to do business in the State of California, with a license appropriate for the work performed.
 - 2.6.3. Vendor shall have worked satisfactorily for a minimum of five (5) years on systems of this type and size with a written relevant contract history and contact information for references to be furnished with their submitted proposal. See *References* section for specific requirements for references and experience.
 - 2.6.4. If the vendor uses a subcontractor(s), the subcontractor(s) shall assume all rights and obligations toward the Contractor that the Contractor assumes toward the City and the City's delegates.



Background and Experience

The following content and pages describe who AVS is and what we offer that makes us the perfect fit for this project and the City of Piedmont.

AVS has successfully designed and implemented hundreds of Access Control Systems, similar to scope and size of this project, even under strict budget constraints. This experience has equipped us with valuable insights into value engineering designs to optimize costs without compromising quality.

With over 20 years in the industry, we have cultivated strong relationships with cities and our vendors, enabling us to negotiate effectively on behalf of our clients. As an Elite Partner of Motorola (Avigilon Alta), we benefit from expedited services and support when necessary.

About Us

Applied Video Solutions are proud of what we deliver to our clients no matter what sector they operate within. We believe that through adopting the very latest technology and our professional approach ensure that our clients benefit the most from our intelligent video and analytics suite of solutions wholly designed upon delivering business improvement for each and every one of our clients.

Our Long-Term Commitment

As a team of intelligent video professionals, we are committed to the long-term development of our business and the utilization of the very latest technologies to deliver client derived and tangible business improvement, and: It is through this commitment that our passion shines for what we do and therefore continue to deliver significant business improvement to our clients and growth for us as a business.

Our Team

Applied Video Solutions has a loyal and growing team of technology and management professionals focused on delivering technical, operational and support excellence gaining the enviable reputation for delivering the sales promise in a friendly and professional manner.

Our Customers

Applied Video Solutions provide the following services surrounding the core competencies of integrating video technologies with control technologies coupled with the technical capability of analyzing real time data that allows increased management control in managing assets, spaces and understanding customer behavior. All designed to assist businesses in minimizing loss and maximizing income and profit. We operate in sectors where the Client benefits most from the integration of video technologies with existing control systems such as point of sale or access control. It is for those reasons that the core competencies of the business lend themselves to obvious market sectors:

- Government (SLED)
- Transportation
- Property Management
- Manufacturing and Industrial

2.7. Coordination

- 2.7.1. Contractor shall coordinate its activities with the City Project Manager (“PM”) on the project and attend project management meetings as directed.
- 2.7.2. The preparation of, and agreement on an installation schedule is to be coordinated between Contractor and the City PM.

3. Evaluation

- 3.1. All Proposals will be evaluated using the following general evaluation criteria:

Table 2 – Evaluation Criteria

Criteria	Percentage
Price	40%
Technical and Aesthetic Features of Proposed Solution	35%
References & Experience	20%
Completeness and Accuracy of Proposal Response	5%

- 3.2. The evaluation process will consist of review and evaluation of Proposals received by a team consisting of City personnel and the consultant.

3.3. Such criteria are to be used as a guideline only and shall not operate as a waiver of the City's right to choose the Proposal it deems to be in the City's best interests. The City reserves the right to adjust its evaluation criteria as it deems fit at any time.

3.3.1. The City is concerned with both the technical functionality and the aesthetic appearance of the door locations, especially the doors of the historic City Hall building. The vendor's Proposal shall demonstrate its ability to provide a technical solution that does not detract from the aesthetic qualities of the buildings. See the requirement in the References section for at least one (1) implementation with similar aesthetic considerations as this project.

3.4. This project is subject to City Council approval.

4. General

4.1. Scope of Work

4.1.1. The City of Piedmont (City) is requesting Proposals from contractors to provide a new access control system, as described in this Scope of Work. The Technology drawings will give further clarification to the Scope of Work.

AVS agrees with these requirements

4.2. The acquisition will include a fully functional access system. This must be a turnkey solution. No other third-party equipment purchases shall be required for complete implementation of the Access Control System.

AVS agrees with these requirements

4.3. The basis of design is the Genetec Access Control System. Model numbers are for Genetec unless noted otherwise.

AVS agrees with these requirements

4.4. City Hall/Fire Station

4.4.1. Infrastructure (locate equipment in Basement MDF 1):

*AVS agrees with these requirements and all 4.4.1. subsections (*except for 4.4.1.11. - Streamvault SV-1040E-RS2-40T-20-434 is an old part #. Genetec offers this model with 32T and 48T of storage, we went with the 48T model.)*

4.4.1.1. Provide and install LifeSafety Power (LSP) 24-door Enclosure - Model: FPO250/250/250-5D8P3M8PNLXE12M

4.4.1.2. Provide and install (1) one MP 1502 Mercury Intelligent controller - Model: Mercury/Genetec SY-MP1502

4.4.1.3. Provide and Install (8) eight MR52-3S Mercury Dual Card Reader Interface Panel - Model: Mercury/Genetec SY-MR52-S3

4.4.1.4. Provide and install (1) one Power Supply Battery Enclosure - Model: IPROMC-CS012-E

4.4.1.5. Provide and install (1) one Battery Shelf - Model: LifeSafety Power (LSP) BS1

4.4.1.6. Provide and install (1) one CloudLink - Model: SY-CLOUDLINK

4.4.1.7. Provide and install an ACX 4' x 8' sheet of fire-retardant treated plywood backboard for mounting the LSP & Battery Enclosure. Paint the exposed face of the plywood, leaving the fire-retardant label exposed.

4.4.1.8. Provide and install a NEMA 1 gutter and chases within the MDF

for cable routing to the LSP enclosure.

4.4.1.9. Include (100) HID access cards

4.4.1.10. Create doors, security levels, permissions, and AD integration

4.4.1.11. Provide connection through the City's data network to the Streamvault SV-1040E-RS2-40T-20-434, located in the Police Department MDF.

4.4.1.12. Install and configure with the Genetec Synergis system

4.4.2. Card Readers

[AVS agrees with these requirements and all 4.4.2. subsections](#)

4.4.2.1. Card readers are numbered C1 through C18. See Technology drawings for card reader locations.

4.4.2.2. Lower-Level – (5) five card readers

4.4.2.2.1. (2) two gate locations (C1 and C3)

4.4.2.2.2. (1) one exterior door location (C2)

4.4.2.2.3. (2) two interior door locations (C4 and C5)

4.4.2.3. Main Level – (12) twelve card readers

4.4.2.3.1. (1) one gate location (C16)

4.4.2.3.2. (3) three exterior door locations (C12, C15, and C17)

4.4.2.3.3. (8) eight interior door locations (C6 – C11, C13, and C14)

4.4.2.4. Upper Level – (1) one card reader

4.4.2.4.1. (1) one interior door location (C18)

4.4.2.5. All levels – Provide and install (18) eighteen PIR Motion Sensors

4.4.2.5.1. Bosch PIR #DS160 High Performance Request-to-Exit Motion Sensor Sounder

4.4.2.6. All levels – Provide and install (18) eighteen Door Position Switches

4.4.2.6.1. Securitron #DPS-M-GY

4.4.2.7. All levels – Provide and install (36) thirty-six Resistors

4.4.2.7.1. Spider Security #DST-1K2K-RESPK End of Line

4.4.3. Door Hardware

[AVS agrees with these requirements and for all subsections of 4.4.3.](#)

4.4.3.1. Lower Level – at (5) five doors

4.4.3.1.1. (2) two gate locations (C1 and C3) - Provide and install "panic bar" hardware supplied by manufacturer to be named by City.

4.4.3.1.2. (1) one exterior door locations (C2) - Provide and install door handles and locking hardware.

4.4.3.1.3. (2) two interior doors (C4, and C5) - Provide and install door handles and strikes.

4.4.3.2. Main Level – at (12) twelve doors

- 4.4.3.2.1. (1) one gate location (C16) - Provide and install “panic bar” hardware supplied by manufacturer to be named by City.
- 4.4.3.2.2. (1) one front double exterior door location, main entrance (C17) - Provide and install “double maglock” hardware on this custom wood door.
 - 4.4.3.2.2.1. Include Fire Alarm relay to tie into the Fire Alarm Control Panel (FACP) in the Basement MDF
- 4.4.3.2.3. (2) two exterior door locations (C12 and C15)– Provide and install “panic bar” hardware supplied by manufacturer to be named by City.
- 4.4.3.2.4. (8) eight interior doors (C6 – C11, C13, and C14) - Provide and install door handles and strikes.
- 4.4.3.3. Upper Level – (1) door
 - 4.4.3.3.1. (1) one interior door (C13) - Provide and install door handle and strike
- 4.5. Police Department
 - 4.5.1. Provide and install one (1) Streamvault SV-1040E-RS2-40T-20-434, including mounting brackets. Coordinate mounting in the New IT Server Room racks with the City PM.
[AVS agrees with these requirements](#)
 - 4.5.2. Infrastructure (locate equipment in new IT Server Room 103 that is part of Dispatch Center remodeling):
[AVS agrees with these requirements and all subsections in 4.5.2.](#)
 - 4.5.2.1. Provide and install LifeSafety Power (LSP) 24-door Enclosure – Model FPO250/250/250-5D8P3M8PNLXE12M
 - 4.5.2.2. Provide and install (1) one LP 1502 Mercury Intelligent controller – Model Mercury/Genetec #SY-LP1502
 - 4.5.2.3. Provide and Install (9) nine MR52-3S Mercury Dual Card Reader Interface Panel – Model Mercury/Genetec #SY-MR52-S3
 - 4.5.2.4. Provide and install (1) one Power Supply Battery Enclosure – Model IPROMC-CS012-E
 - 4.5.2.5. Provide and install (1) one Battery Shelf - LifeSafety Power (LSP) #BS1
 - 4.5.2.6. Provide and install (1) Cloudlink - SY-CLOUDLINK
 - 4.5.2.7. Provide and install an ACX 4’ x 8’ sheet of fire-retardant treated plywood backboard for mounting the LSP & Battery Enclosures. Paint the exposed face of the plywood, leaving the fire-retardant labels exposed.
 - 4.5.2.8. Provide and install a NEMA 1 Gutter and chases within IT Server Room 103 for cable routing to the LSP enclosure.
 - 4.5.2.9. Install and configure the Genetec Synergis system.
 - 4.5.2.10. Include (100) one hundred HID access cards

4.5.2.11. Create Doors, Security Levels, Permissions, and AD integration

4.5.3. Card Readers

[AVS agrees with these requirements and all subsections in 4.5.3](#)

4.5.3.1. Card readers for Police Department are numbered P1 through P19 in the RFP. See Technology drawings for card reader locations.

4.5.3.2. Provide removal of (12) twelve existing card readers at (10) ten doors (P8, P9, P10, P11, P12, P13, P14, P15, P16, P17, P18, and P19)

4.5.3.2.1. The Holding Area interior door (Card Readers 12 and 13) and the Holding Area exterior door (Card Readers P14 and P15) receive (2) two card readers each.

4.5.3.3. Provide new cabling at (10) ten doors (P8, P9, P10, P11, P12/P13, P14/P15, P16, P17, P18, P19)

4.5.3.3.1. Access Control Contractor shall provide new cabling for Passive Infrared (PIR) sensors and Door Position Switches (DPS).

4.5.3.4. Provide and install (19) nineteen new HID 20 card readers

4.5.3.5. Provide and install a new reader and cabling for new doors in the remodeled Dispatch Center area (P1, P2, P3, P4, P5, P6, and P7)

4.5.3.5.1. The General Contractor for the Dispatch Center is responsible for installing conduit in the walls to card readers, doors, and passive infrared sensors in these locations.

4.5.3.6. Provide and install (15) fifteen PIR Motion Sensors

4.5.3.6.1. Bosch PIR #DS160 High Performance Request-to-Exit Motion Sensor Sounder (The 4 x Holding Area card readers C12/C13 and C14/C15 will not receive a PIR)

4.5.3.7. Provide and install (17) seventeen Door Position Switches

4.5.3.7.1. Securitron #DPS-M-GY

4.5.3.8. Provide and install (34) thirty-four Resistors

4.5.3.8.1. Spider Security #DST-1K2K-RESPK End of Line

4.5.4. Door Hardware

[AVS agrees with these requirements and all subsections in 4.5.4](#)

4.5.4.1. Door hardware will be provided by the Dispatch Center Contractor for the new Dispatch Center doors (Card Readers P1 through P7) that will operate with the card readers.

4.5.4.2. Reuse (8) eight existing door handles and strikes (or other locking hardware) for Card Readers P8, P9, P10, P11, P12/P13, P17, P18, and P19.

4.5.4.3. Provide and install (2) two new Schlage mortise lock hardware kits - for exterior doors P14/P15 and P16.

4.6. All buildings

4.6.1. Conduit

[AVS agrees with these requirements](#)

4.6.1.1. Provide conduit pathways for the exterior gates, at exterior conduit for exterior doors and in storage and IT rooms.

4.6.1.1.1. Includes: conduit, connectors, couplings, supports, junction boxes, and accessories.

4.6.2. Raceway

[AVS agrees with these requirements](#)

4.6.2.1. Provide raceway pathways for interior doors in public and inhabited areas.

4.6.2.1.1. Includes: raceway, connectors, couplings, supports, junction boxes, and accessories.

4.6.3. Cabling - The Contractor shall be responsible for providing and installing all new access control cabling for a complete installation.

[AVS agrees with these requirements](#)

4.6.4. Genetec VMS System Licensing

[AVS agrees with these requirements](#)

4.6.4.1. Provide and install Genetec VMS Synergis module door add-ons for the Access Control System.

4.6.5. Genetec Systems Training:

[AVS agrees with these requirements](#)

4.6.5.1. Provide Administration and Operations training

4.6.6. Close Out

[AVS agrees with these requirements and all subsections in 4.6.6](#)

4.6.6.1. Provide cable testing, labeling and documentation

4.6.6.2. Provide Access Control System testing

4.6.6.3. Provide O&M manuals,

4.6.6.4. Provide Installation Certification documentation

4.6.6.5. Provide As-built documentation

4.6.7. Ongoing Support – Access Control Service and Maintenance

[AVS agrees with these requirements and all subsections in 4.6.7](#)

4.6.7.1. Remote support 8am-6pm PST

4.6.7.2. On-site support - 4 hour minimum

4.6.7.3. 2 upgrades/year

4.6.7.4. Provide one (1) year of Service and Maintenance as part of the base proposal. The one (1) year of Service and Maintenance will be coterminous with the Contractor's System Warranty (see *System Warranty* section below). If additional licensing or support cost is required from the time of installation to the start of the system warranty, the Contractor shall provide this coverage at no cost to the Owner.

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4.6.7.5. See Alternate 1 for additional 5 years of support cost.

4.6.8. The Contractor shall provide in their Proposal all costs associated with equipment lift rentals. City equipment will not be provided for Contractor use.
[AVS agrees with these requirements](#)

4.6.9. Exterior-grade cabling shall be provided by the Contractor for the exterior card readers.

[AVS agrees with these requirements](#)

- 4.6.10. The Contractor is to perform test and certification of the newly installed cabling system and is to provide test result documentation certifying that the cabling system meets industry standards.
[AVS agrees with these requirements](#)
- 4.6.11. The Contractor shall furnish to the City legible record “As-Built” documents which reflect any changes made to the design during the installation.
[AVS agrees with these requirements](#)
- 4.7. Contractor Qualifications
 - 4.7.1. The Contractor is required to be a Certified Installer of Genetec access control systems. The Contractor shall have on staff at least one (1) technician assigned to this project certified by Genetec for the installation of access control system. Genetec is the City’s preferred access control manufacturer.
[AVS agrees with these requirements](#)
- 4.8. System Warranty
 - 4.8.1. Materials and workmanship hereinafter specified and furnished shall be fully guaranteed by the Contractor for a minimum of one (1) year (“the Term”) from project final completion against any defects. The Contractor, at no additional cost to the customer, shall correct defects which may occur as the result of faulty materials or workmanship within the Term after installation and acceptance by the City. The Contractor shall promptly, at no cost to the City, correct or re-perform (including modifications or additions as necessary) any nonconforming or defective work within the Term after completion of the project of which the work is a part. The Contractor’s warranties shall commence with the City’s acceptance of the work in full (final completion).
[AVS agrees with these requirements](#)
- 4.9. Employment and Prevailing Wage Rates
 - 4.9.1. The rates of per diem wages, including legal holidays and overtime work, for all classes of labor required on this project shall be the prevailing union rates for all locations where installation work will be performed.
[AVS agrees with these requirements](#)
 - 4.9.2. The Contractor and/or his subcontractors shall provide the City with certified payroll information regarding any and all employees working on the project.
[AVS agrees with these requirements](#)
 - 4.9.3. The Contractor’s personnel associated with the project shall at all times be above reproach, and the City reserves the right to discuss the conduct or performance of its personnel with the Contractor. The Contractor agrees to remove any employee as requested by the City if such performance is said not to be in the best interest of the City.
[AVS agrees with these requirements](#)
 - 4.9.4. The Contractor shall comply with Executive Order 11246, “Equal Employment Opportunity,” as amended by Executive Order 11375, and as supplemented in Department of Labor regulations.
[AVS agrees with these requirements](#)
 - 4.9.5. Wherever a specification provision conflicts with any agreements or regulations of any kind in force among members of a trade association, union, or council which regulate or distinguish what work shall or shall not be included in the

work of any particular trade, the Contractor shall make all necessary arrangements to reconcile any such conflict without delay, damage or cost to the City and without recourse to the City.

[AVS agrees with these requirements](#)

5. Technical Requirements

- 5.1. See Section 281300 – Access Control, at the end of this RFP, for detailed requirements.

[AVS agrees with these requirements](#)

5.2. Access Control System

- 5.2.1. The proposed equipment must be configured to provide the quantities detailed in the Scope of Work and the Technology drawings.

[AVS agrees with these requirements](#)

- 5.2.2. Please provide a narrative description of your product's ability to comply with each item in this section as appropriate.

[AVS agrees with these requirements](#)

5.3. Material List of Major Components

- 5.3.1. Additional items may be required as indicated in the design documents (and required to provide a complete system)

[AVS agrees with these requirements](#)

5.4. Base Requirements – All requirements of the proposed solution will be assumed to be compliant UNLESS a statement describing and explaining non-compliance is included. Statements of non-compliance shall include a description of any alternatives available to achieve the same result. The following is a list of requirements that the Access Control System equipment must comply with:

- 5.4.1. The Access Control System equipment shall be installed in accordance with the National Electric Code

[AVS agrees with these requirements](#)

- 5.4.2. The Access Control System equipment shall be installed in accordance with Underwriters' Laboratory (UL) requirements.

[AVS agrees with these requirements](#)

5.5. Performance Specification – The Access Control System requirements are based on the overall performance of the system. Contractors may suggest alternate locations to the City PM for card reader placement, based on their expertise.

- 5.5.1. All components shall be certified to operate in the type of temperature and weather conditions for this climate.

[AVS agrees with these requirements](#)

6. Cabling Specifications**6.1. Scope of Work**

- 6.1.1. Provide the following structured cabling system to support the access control system. The main scope of work for this project is as follows:

[AVS agrees with these requirements and all subsections of 6.1.1.](#)

- 6.1.1.1. Access Control Reader – Genesis 32061112 22/6 Stranded Shielded Plenum Cable or equivalent.

- 6.1.1.2. Strike & Latch Monitoring Wiring - Genesis 31141109 18/4 Stranded Plenum Cable or equivalent

- 6.1.1.3. Door Position Control Wiring - Genesis 31021112 22/2 Stranded Plenum Cable or equivalent. Note: this cabling will be daisy-chained to multiple doors in a pair of doors or in multiple doors in a series.

- 6.1.1.4. Horizontal/Backbone Pathway:

- 6.1.1.4.1. Provide weather-resistant supports to secure required

cabling. Provide pathway and supports that address both technical and aesthetic requirements. Provide conduit for outdoor cabling exposed to weather or to view. Paint conduit to match structure.

- 6.1.1.5. Surface Raceway and Associated Hardware: Metallic, single-channel, surface raceway. Surface raceway is not to have an adhesive backing. (All items to be ivory or office white in color as directed by Project Manager.)
 - 6.1.1.5.1. Hubbell 2400 Series Metallic Raceway. Model HBL2400BCIV.
 - 6.1.1.5.2. Provide corner accessories to match 2400 Series Raceway.
 - 6.1.1.5.3. Provide entrance end fitting at ceiling transitions. Model HBL2410CIV.
 - 6.1.1.5.4. Provide standard device box at card readers. Model HBL2448IVA standard undivided device box.
- 6.1.2. Administration:
 - [AVS agrees with these requirements and all subsections of 6.1.2.](#)
 - 6.1.2.1. Cabling Labels: Cabling Contractor to furnish and install machine-printed labels, handwritten labels are not acceptable. Lettering to be 3/16" high on ¼" tape, bold type, black lettering on white background. Labels are to be positioned within six inches of each end of all cable jackets, on workstation drop-location faceplates, and patch panel faceplates. Labels are to be made from self-adhesive backed labels, be smear-resistant, and not easily removed.
 - 6.1.2.1.1. Labeling in the outdoor and enclosure locations shall be able to withstand the environmental conditions of the local climate.
 - 6.1.2.1.2. Quantity: As required for a complete installation.
 - 6.1.2.2. Card reader Asset Tag Labels: Label security card readers, access control system, and any other equipment with asset tags per the direction of the City.
- 6.1.3. Miscellaneous Materials: All miscellaneous materials, supports and associated hardware required for a complete installation of the items listed above are the responsibility of the cabling Contractor to furnish and install.
 - [AVS agrees with these requirements and all subsections of 6.1.3.](#)
 - 6.1.3.1.1. Acceptable Manufacturers: Materials are to be of the same manufacturer, unless not available from the manufacturer.
 - 6.1.3.1.2. Quantity: As required for a complete installation.

7. Contractor Responsibilities and Requirements

- 7.1. The Contractor will be responsible for the installation and configuration of the access control network, as agreed upon with the City.
 - [AVS agrees with these requirements](#)
- 7.2. The Contractor shall be responsible for on-site configuration and training of the City IT and Public Works staff for the daily operation aspects, monitoring, management, and maintenance aspects of the system. Provide up to 8 hours of training, if required.

AVS agrees with these requirements

- 7.3. The Contractor shall name a project coordinator who shall work with the City's Project Manager (PM) to provide and approve a project schedule. The schedule shall take into account all aspects of the project, including site walk, design, installation, location and configuration, and proof of performance testing. When installing the System in a facility with other construction occurring simultaneously, the Contractor shall coordinate with the City Project Manager.

[AVS agrees with these requirements](#)

- 7.4. The Contractor shall be responsible for preparing a Proposal for all locations, based on the site walk results. This Proposal shall include the following:
[AVS agrees with these requirements and all subsections of 7.4.](#)
- 7.4.1. Documentation of the final proposed access control card reader placement based on security needs, input from the City Hall, Fires Station, and Police Department staff, and the Contractor's expertise.
- 7.4.1.1. Review any interference or other issues that would affect access control performance.
- 7.4.1.2. Review any issues or conditions that may affect the installation, or installation schedule.
- 7.4.2. All products, hardware, and software shall be shipping and current as of the proposal due date.
- 7.4.3. All products, hardware and software shall be new and arrive in the original sealed boxes of the original equipment manufacturer (OEM).

8. Alternate 1: Access Control System Service and Maintenance

- 8.1. As Alternate 1, Contractor shall provide access control system service and maintenance for an **additional** (5) five years. 1 year of Service and Maintenance is already included in the base proposal cost (see *Scope of Work* section).
[AVS agrees with these requirements](#)
- 8.2. Maintenance shall be a yearly cost. Contractor shall maintain the same yearly cost for five years, with price increases not to exceed the U.S. Labor Department CPI for the San Francisco Bay Area.
[AVS agrees with these requirements](#)
- 8.3. Contractor shall remotely monitor the access control system. If the system loses connectivity or functionality, the Contractor shall provide on-site repair on an 8x5 / Next Business Day basis.
[AVS agrees with these requirements](#)
- 8.4. Service and Maintenance shall cover parts, cabling, devices, labor and software. No travel charge will be added.
[AVS agrees with these requirements](#)

9. Network Configurations

- 9.1. Contractor shall provide information to the City for the configuration of all required VLANS and other network settings for the access control system.
[AVS agrees with these requirements](#)
- 9.2. City shall provide network switches and switch ports as needed for Access Control System connectivity.
[AVS agrees with these requirements](#)
- 9.3. City shall provide IP addresses for Contractor as needed.

AVS agrees with these requirements

10. Execution

10.1. Materials and Workmanship

AVS agrees with these requirements and all subsections of 10.1.

10.1.1. The Contractor shall perform all work required for the completion of the installation in a skillful and craftsman-like manner.

10.1.2. All installations are to be made secure, plumb, true, and square.

- 10.1.3. Materials used for the completion of the installation shall be new, the best of their respective kind, and manufactured for the purpose that they are being used. Repair or replacement of wood, wood veneers, and the like shall be of the same material, color, and finish as adjacent and undisturbed wood so as to provide continuity of acceptable aesthetic appearance.
 - 10.1.4. Once approved, there shall be no substitution of the materials listed for installation and/or the expected method of installation without the prior written approval of the City Project Manager (“PM”).
 - 10.1.5. The installation of all materials and devices shall be in accordance with the latest manufacturer’s published procedures, specifications, and recommended procedures.
 - 10.1.6. All materials shall be delivered in their original unopened packaging and stored in an enclosed secured area providing adequate protection from damage and/or loss. Damaged or deteriorated materials shall be removed from the building property immediately and replaced at no cost to the City.
 - 10.1.7. The selection of anchor style and manufacturer for the installation of all items affixed to walls, ceilings, etc. shall be approved by the Project Manager prior to installation of each type and location of anchoring. Particular attention will be given to areas with historically valuable walls and wood surfaces to prevent damage and to areas where items such as terminal and card readers are in need of long-term stability due to constant, repetitive use.
- 10.2. Weather Protection
- [AVS agrees with these requirements and all subsections of 10.2](#)
- 10.2.1. Provide proper weather stopping where cabling penetrates housings or enclosures.
 - 10.2.2. Protect card readers, cabling and equipment in enclosures against lightning
 - 10.2.3. Where caulk is used, caulk penetrations with caulk that will withstand temperatures between -22 degrees F and 140 degrees F.
 - 10.2.4. Provide weather-resistant mounting brackets and fasteners.
 - 10.2.5. Provide weather-resistant housings for card readers.
 - 10.2.6. Submit weather stopping materials to City for review prior to the start of installation.

10.3. Firestopping

- 10.3.1. For cabling, provide firestopping for all interior full height walls (extending from floor slab to underside of floor or roof slab above), floor slabs, roof slabs, stairway enclosures, duct risers and elevator shafts. These shall be considered fire barriers. All penetrations through fire barriers must be fire stopped to the rating of the associated wall. Through-floor penetrations shall be fire stopped to the rating of the associated floor after the cables and/or sleeves have been installed.

[AVS agrees with these requirements and all subsections of 10.3.1.](#)

- 10.3.1.1. The interior of a conduit sleeve shall be an approved fire stopping material.
- 10.3.1.2. Conduit sleeves shall be caulk/sealed between conduit and cored penetration with approved firestopping material. Expandable foam shall not be utilized and will not be accepted by the City.
- 10.3.1.3. Firestop materials and assemblies shall be independently tested by nationally accepted test agencies and verified to conform to ASTM E 814, Fire Tests of Through-Penetration Firestops and be rated per UL 1479. Firestopping materials shall conform to Flame (F) and Temperature (T) ratings as required by local building code. The F rating must be a minimum of one (1) hour but not less than the fire resistance rating of the assembly or surface being penetrated. When required by code authority, the materials shall carry a "T (hours)" Fire Rating Classification based on the above-mentioned standards and shall be based on measurement of the temperature rise on the penetrating item(s). The fire test shall be conducted with a minimum positive pressure differential of 0.01 inches of water column.
- 10.3.1.4. Submit product data and Material Safety Data Sheets (MSDS) to the City for all proposed fire stopping assemblies for review and approval prior to performing any coring.
- 10.3.1.5. Provide firestopping for new penetrations or for existing penetrations used for this project, regardless of whether surrounding penetrations comply with these requirements. Verify that cabling and other penetrating elements and supporting devices have been completely installed, and temporary lines and cables have been removed.
- 10.3.1.6. At new construction (Dispatch Center), perform all necessary coordination with trades constructing floors, walls, or other partitions of building construction with respect to size and shape of each opening to be constructed and device or system approved for use in each instance.
- 10.3.1.7. Use materials that have no irritating or objectionable odors when firestopping is required in existing buildings and areas that are occupied.
- 10.3.1.8. All firestops shall be installed in accordance with the manufacturer's instructions to maintain the specific rating assigned by the independent testing laboratory.

10.3.1.9. Additional requirements for existing penetrations to be re-used for this project are as follows:

10.3.1.9.1. Existing raceways, cable trays, and cables that penetrate existing building construction shall be firestopped to the extent necessary to fill cavities that may exist between existing building construction and existing communications penetrations or existing conduit sleeve, and between existing conduits and existing conduit sleeve.

10.3.1.9.2. If the Contractor uses an existing penetration or opening, the Contractor shall cause that penetration or opening to comply with the firestopping requirements of this RFP, whether the opening had existing cabling running through it.

10.3.1.10. If required by inspecting authorities:

10.3.1.10.1. Expose and remove firestopping to the extent directed by inspecting authority to permit their inspections.

10.3.1.10.2. Reinstall new firestopping and restore work where removed for inspection.

10.4. Prohibited Products

10.4.1. Any materials that are unsafe to life or the environment, such as asbestos, lead paint, etc., are not to be used or installed.

[AVS agrees with these requirements](#)

10.5. Housekeeping

[AVS agrees with these requirements and all subsections of 10.5.](#)

10.5.1. The Contractor shall take all necessary precautions and provide all necessary protection and enclosures to ensure that dust and debris created as a result of the installation does not get out of the work area and into other parts of the sites or building. If the cleanup is not acceptable to the Project Manager, the City will have the option to hire a janitorial firm to properly clean the area and back-charge the Contractor.

10.5.2. The Contractor shall have a portable shop vacuum cleaner onsite capable of cleaning up all debris and dust caused by the installation. All finished surfaces are to be kept clean of any installation debris and dust.

10.5.3. The Contractor shall always keep the premises free from the accumulation of waste material and/or rubbish caused by their installation work. All waste material and/or rubbish shall be suitably and legally disposed of by the cabling Contractor, at their expense, off the building site.

10.5.4. The areas of work are to be cleaned of all installation dust and debris at the end of each day's work. Drop cloths are to be used to protect all furniture from damage, and surfaces are to be cleaned to their existing conditions.

10.5.5. If required, the Project Manager must approve the use of a dumpster on site prior to placement by the cabling Contractor. The City's and/or the general Contractor's disposal containers are not to be utilized without authorization from the Project Manager.

- 10.5.6. The Contractor shall provide and maintain suitable barriers to regulate access, to assure public safety and to protect the work in progress.
- 10.5.7. At the completion of the project, the Contractor shall: a) remove all their waste materials and rubbish from and about the installation site; b) remove all their tools, installation equipment and surplus materials; and c) leave finished areas free of installation dust and non-finished areas broom clean.
- 10.6. Cabling Standards and Codes
[AVS agrees with these requirements and all subsections of 10.6.](#)
 - 10.6.1. All cabling is to be installed according to the latest BICSI-proposed installation procedures as outlined in Telecommunications Distribution Methods Manual and Telecommunications Cabling Installation Manual.
 - 10.6.2. All work and materials shall be in accordance with the National Electric Code (latest edition), Federal, State, and local codes, and all other bodies having authority with the installation practice.
 - 10.6.3. The placement and wall mounting of all items requiring servicing, maintenance, and/or observation shall be placed with direct access from a standing position on the floor without need of a stool, stepladder, or similar aids.

Similarly, within the requirements of the NEC, front and side access workspace distances shall be maintained when selecting installation locations.
- 10.7. Cabling System Installation
[AVS agrees with these requirements and all subsections of 10.7.](#)
 - 10.7.1. Receive, check, unload, handle, store, and adequately protect equipment and materials to be installed as part of the contract. Store in areas as directed by the City's representative. Include delivery, unloading, setting in place, fastening to walls, floors, ceilings, or other structures where required, interconnecting wiring of system components, equipment alignment and adjustment, and other related work, whether or not expressly defined herein.
 - 10.7.2. Install materials and equipment in accordance with applicable standards, codes, requirements, and recommendations of national, state, and local authorities having jurisdiction, and National Electrical Code® (NEC) and with manufacturer's printed instructions.
 - 10.7.3. Adhere to the manufacturer's published specifications for pulling tension, minimum bend radii, and sidewall pressure when installing cables.
 - 10.7.3.1. Where manufacturer does not provide bending radii, minimum bending radius shall be 10 times cable diameter. Arrange and mount equipment and materials in a manner acceptable to the PM and the City.
 - 10.7.3.2. Contractor is responsible for insuring that the maximum tensile load and or pulling tensions do not exceed that specified by the manufacturer of the cable to be installed, and shall include all additional pull boxes, junction boxes, equipment, and lubrication for proper installation.
 - 10.7.3.3. Tie-wraps are to be hand-tightened on cables or cable bundles and are not to deform the cable jacket or crimp the sheath. Where additional pressure is required to support the cable, Kellums or cable grips are to be used.

- 10.7.4. Installation shall conform to the following basic guidelines:
 - 10.7.4.1. Use of approved wire, cable, and wiring devices.
 - 10.7.4.2. Neat and uncluttered wire termination.
- 10.7.5. Contractor shall take care to protect installed cabling and termination hardware from other trade work being performed at the site before and after installation of the outlet faceplates.

10.8. Cable Routing and Management

[AVS agrees with these requirements and all subsections of 10.8.](#)

- 10.8.1. Proposed and final primary cable routes are to be mapped and coordinated with the Project Manager for approval prior to installation.
- 10.8.2. Any portion of the cabling system considered to be exposed to potential damage by the City PM shall be protected utilizing raceway or conduit. Provide indoor/outdoor cabling for exterior card reader locations.
- 10.8.3. Velcro straps are to be utilized to manage cables within wiring closets and cabinets. Plenum-rated plastic cable ties may be utilized to secure cables in plenum areas. Over-tightened tie-wraps causing cable jacket deformation will not be accepted by the Project Manager.
- 10.8.4. All cabling is to be routed parallel to structural walls and other structures. Cable lengths are to be kept at two hundred ninety-five (295) feet, ninety (90) meters or less. The cabling Contractor shall notify the Project Manager prior to the installation if a cable could exceed two hundred ninety-five (295) foot, ninety (90) meters length. Rerouting the cable will be reviewed. The rerouting of any cable installed that is over the two hundred ninety-five (295) foot, ninety (90) meter limit, and the Project Manager was not notified, will be at the cabling Contractor's expense.
 - 10.8.4.1. If required, the routing of all cables above any accessible ceiling shall be properly managed and **independently supported** above the ceiling support system. Management rings and/or J-hooks are to be mounted to the building walls and permanent building structure with suitable attachments and the cables are to be routed within these management devices. The management rings and/or J-hooks are to be spaced within four (4) feet of each other to prevent cable bundle droop in excess of 8" from parallel between supports. If the cables cannot be kept within the specified droop, additional supports are to be added.
 - 10.8.4.2. Cable routing shall be such that the cable is not closer than six (6) inches from light fixture ballasts; twelve (12) inches from conduit and cables used for electrical power distribution; and four (4) feet from motors, transformers and/or any other device capable of emitting RF noise and electromagnetic interference.
- 10.8.5. Exposed cabling within the wiring room(s) shall be neatly managed utilizing cable management wall brackets and Velcro straps. The cabling Contractor shall coordinate the exact location of the brackets with the Project Manager.

10.9. Cable Termination

[AVS agrees with these requirements and all subsections of 10.9.](#)

- 10.9.1. Minimal cable jacket shall be removed for termination per the manufacturer's specifications.

- 10.9.2. Contractor shall refer to the manufacturer's recommended procedure for terminating the connector.
 - 10.9.3. Each cable will be supported up to the point of termination using the termination component's strain-relief bars, J-hooks, or other mechanisms as recommended by the manufacturer.
 - 10.9.4. Dust caps and stuffer caps are to be installed when provided in the standard packaging by the specified manufacturer to aid in protecting and insulating the terminations and contacts.
- 10.10. Cable System Field Testing
- 10.10.1. Cables are to be tested after the installation is complete. If for any reason, a drop location raceway and/or faceplate are removed for additional work of any nature, the drop location is to be re-tested if previously tested. All cables associated with the drop location are to be re-tested. The cost of re-testing is the responsibility of the Contractor.

[AVS agrees with these requirements](#)

11. Access Control System Installation

- 11.1. The Contractor shall be responsible for installation of all mounting brackets and access control card readers and equipment as required to meet the security requirements designated by the RFP.
[AVS agrees with these requirements](#)
- 11.2. See *Execution* section for cabling installation requirements.
[AVS agrees with these requirements](#)
- 11.3. The Contractor shall:
 - 11.3.1. Properly mount each access control card reader according to conditions specific to the location.
[AVS agrees with these requirements and all subsections of 11.3.1.](#)
 - 11.3.2. All card readers will be exterior grade where exposed to weather.
 - 11.3.3. The Dispatch Center renovation is scheduled for the same time frame as the Access Control installation. The Access Control contractor shall coordinate its efforts with the Dispatch Center's Construction Manager, to arrive at a complete access control system in the Dispatch Center when the project is completed. By the time this access control contract is awarded, the door frame rough-in and conduit shall be completed. The projected completion date of the Dispatch Center is May 13, 2025. The remainder of the Police Department and the City Hall can be completed after the Dispatch Center is complete.
 - 11.3.4. Document cabling and card reader numbering on as-built drawings for City. Contractor is required to submit "As-Built" computer generated (AutoCAD) record drawings, which will reflect the exact location of each access control card reader.
 - 11.3.4.1. The successful Contractor will be given an AutoCAD version of the floor plans for its use in developing the record drawings.
 - 11.3.4.2. The Contractor shall submit (1) hardcopy set of the drawings, and electronic versions in a shared online folder at the completion of the project and prior to final acceptance by the City. Submit both AutoCAD and Adobe Acrobat versions of the as-built drawings.
 - 11.3.4.3. In addition to as-built drawings, Contractor shall submit a

spreadsheet in Microsoft Excel-compatible format for all hardware.
The spreadsheet shall contain the following information:

11.3.4.3.1. Manufacturer

11.3.4.3.2. Model No.

11.3.4.3.3. Serial No.

11.3.4.3.4. MAC Address (if applicable)

11.3.4.3.5. Location

11.3.4.3.6. Installation Photo Name (Installation Photos will also
be included, in separate files)

11.3.4.3.7. Comment

AVS utilizes programming and commissioning spreadsheets to capture this information. This programming and commissioning spreadsheet will be delivered as part of the closing process.

12. Contractor Completion Criteria

- 12.1. Contractor's work at each location shall be considered complete after the following has been accomplished:
[AVS agrees with these requirements and all subsections of 12.1.](#)
- 12.1.1. All items listed in the Contractor's approved Proposal have been completed.
 - 12.1.2. All ceiling panels are in place in same or better condition than as originally found.
 - 12.1.3. All Labels are in place.
 - 12.1.4. All construction debris and Materials have been removed.
 - 12.1.5. The City's Project Manager has inspected all installations and reviewed proof of performance tests and accepted the installation.
 - 12.1.6. The Contractor has provided the City with a formal knowledge exchange, consisting of a minimum of:
 - 12.1.6.1. Complete documentation of all device configurations (may be provided in electronic form).
 - 12.1.6.2. "As built" and spreadsheet documentation of the location of all equipment and card readers.
 - 12.1.6.3. A formal presentation providing detailed review items, including installation, configuration, centralized intelligence devices and access control system, and address any final questions or concerns by The City's staff.
 - 12.1.6.4. Complete configuration of centralized intelligence device features and documentation.
- 12.2. Milestones that are to be scheduled, as a minimum, are:
[AVS agrees with these requirements and all subsections of 12.2.](#)
- 12.2.1. Delivery of documents (paper and electronic maps) showing details of proposed locations of equipment and cable mounting/cable runs. Equipment location maps to include photographs of exact mounting points for later inspection of completed work.
 - 12.2.2. Install access control card readers and equipment at all locations described in the Scope of Work and shown on the drawings.
 - 12.2.3. Connect access control panels and equipment to electrical power supplies.
 - 12.2.4. Turn up and final testing
 - 12.2.5. Post-implementation documentation
 - 12.2.6. Post-implementation support
 - 12.2.7. Training
 - 12.2.8. Additional coordination with the City's PM is to be performed to ensure that work scheduled around any other trade activities does not delay the project.
- 12.3. Contractor / City Responsibility - It will be assumed that any task required for a complete and operational access control system and not specifically stated to be the City's responsibility will be that of the Contractor.

- 12.4. Changes and Discrepancies - Any minor change in the location of an access control card reader location, equipment, etc., from that initially indicated, if directed by the City's PM, prior to the installation of the location, shall be made without charge. A "Minor Change" is defined as "Not adding any degree of difficulty or expense to the original installation requirement".

[AVS agrees with these requirements](#)

- 12.5. Close-out and Final Acceptance

[AVS agrees with these requirements and all subsections of 12.5.](#)

- 12.5.1. The complete installation shall consist of an access control system constructed in strict accordance with the RFP documents and specifications. Any labor, materials and/or equipment which is not indicated in the RFP documentation or specifications herein but is necessary and/or incidental to completing the entire installation, as shown and intended, must be furnished and installed at no additional cost to the City.
- 12.5.2. At time of completion of the installation, the Contractor shall request, in writing to the City's PM, a walk-through of the installation for the purpose of preparing a final punch list for acceptance of the installation. Once the items on the final punch list have been corrected by the Contractor, they are to submit another request to review the punch list items and accept the installation.
- 12.5.3. The Contractor is required to submit "As-Built" computer generated electronic record drawings in AutoCAD format and spreadsheet.
- 12.5.4. Prior to final acceptance and payment, the Contractor shall provide the City with a warranty certificate and registration for this installation.
- 12.6. Safety - The Contractor is responsible for the safe passage of pedestrian traffic for the duration of the job. Any precautionary measures, necessary warning signs, etc., required to assist the Contractor in the performance of the work shall be at the Contractor's expense and provided for his/her quoted price.

[AVS agrees with these requirements](#)

- 12.7. Use of Site

[AVS agrees with these requirements and all subsections of 12.7.](#)

- 12.7.1. Use of the site shall be at the City's discretion in matters in which the City deems it necessary to place restriction.
- 12.7.2. Access to sites and building wherein the work is performed shall be as directed by the City.
- 12.7.3. Schedule necessary shutdowns of services with the City with written permission from the City to be requested by the Contractor no later than 72 hours in advance of the shutdown.
- 12.7.4. Proceed with the work without interfering with ordinary use of streets, aisles, passages, exits, and operations of the City, unless approved in a required traffic control plan.
- 12.8. Continuity of Services

[AVS agrees with these requirements and all subsections of 12.8](#)

- 12.8.1. Take no action that will interfere with or interrupt existing site or building services unless previous arrangements have been made with the City's representative. Arrange the work to minimize shutdown time.
- 12.8.2. Shall services be inadvertently interrupted, immediately furnish labor, including

overtime, material, and equipment necessary for prompt restoration of interrupted service.

13. Reference and Experience

- 13.1. The City seeks a Contractor who has been shipping and currently has an installed base of customers with access control systems addressing similar requirements and of similar size as stated herein.
- 13.1.1. The City requires that the winning Contractor has at least one (1) engineer certified by the manufacturer to the highest level possible in the proposed products. Please include resumes in your response.
- 13.2. Provide at least three (3) references of similar installed systems in the using the table provided below – expanding them as necessary to include all relevant information. The references must be for similar size public sector customers with similar environments and end users.
- 13.3. The City would like to see references of at least one (1) implementation with similar aesthetic requirements as a comparative reference.
- 13.4. Be advised, references are a major element of the City's selection process.

Reference 1 (use same format for all references)	
Customer Name	City of Piedmont (Video Security System)
Contact Name	Lisa Douglas
Contact Address	403 Highland Ave. Piedmont, CA 94611
Contact Telephone Number	(510) 420-3014
Contact E-mail	ldouglas@piedmont.ca.gov
Installation Date of Comparative System	3/2022
Project Construction Cost	\$171,328
Description of Comparative System – please be specific and detailed	Migrated from analog to IP video and provided camera and network coverage for multiple intersections.

Reference 2 (use same format for all references)	
Customer Name	San Francisco Municipal Transportation Agency
Contact Name	Hugh Reynolds
Contact Address	2650 Bayshore Blvd., Daly City, CA 94014
Contact Telephone Number	(415) 381-6840
Contact E-mail	Hugh.Reynolds@sfmta.com
Installation Date of Comparative System	1/2020
Project Construction Cost	\$350,000
Description of Comparative System – please be specific and detailed	Genetec, Axis, and Hanwha IP camera system installation and integration at multiple facilities including Scott Garage, Civic Center Garage, Stockton St. Garage, Maintenance Yards

Reference 3 (use same format for all references)	
Customer Name	Healthpeak – The Cove
Contact Name	Stacey Daniels
Contact Address	101 Oyster Point Boulevard
Contact Telephone Number	510-467-2330
Contact E-mail	Sdaniels@healthpeak.com
Installation Date of Comparative System	6/2021
Project Construction Cost	\$250,000
Description of Comparative System – please be specific and detailed	Migration from Lenel to a Mercury Access Control system for the Healthpeak Cove Campus consisting of 8 life-science buildings in South San Francisco

14. Proposal Form

14.1. Acknowledgments

14.1.1. By submission of this Proposal, Contractor certifies that:

- 14.1.1.1. The supplier has verified prices and the conditions of this Proposal. That this Proposal has been reviewed and accepted by all appropriate parties constituting this offer.
- 14.1.1.2. The individual signing this Proposal certifies that he/she is a legal agent of the Vendor, is further authorized to represent the offering, and is legally responsible for the decision as to the prices and supporting documentation provided.
- 14.1.1.3. The Vendor will pay, and require each Subcontractor to pay, not less than the general prevailing rate of hourly wages for work of a similar character in the locality in which the work is performed, and not less than general prevailing rate of hourly wages for legal holidays and overtime work.

14.2. Completion Time

- 14.2.1. The City will not be responsible to Contractor for additional costs incurred by Contractor in meeting completion dates for performing the work of the specifications, including work performed on evenings, weekends, or holidays, as allowed and approved in writing by the City 72 hours in advance.
- 14.2.2. Contractor will be required to enter into an agreement with the City and/or its agents immediately after notice of award.

14.3. Proposal Response Pricing

- 14.3.1. For providing the Scope of Work as stated in the Technical Specifications, and for providing all work as described in the specifications (inclusive of the drawings) for the installation of the complete cable system and all associated subsystems as described in the specifications, complete pricing tables below.
- 14.3.2. Attach a detailed Bill of Material for all equipment proposed including make, model, SKU, list price and proposed price for Contractor Additional Items.

**City of Piedmont RFP – Access Control System
City Hall/Fire Station and Police Department**

BUILD OF MATERIALS - PIEDMONT ACCESS CONTROL RFP			
Access Control Hardware			
			Proposed Price (per unit)
Qty	Part # / SKU	Description	
1	SV-1040E-RS2-48T-20-434	Genetec by SecureWatch24 Streamvault 1040E Series 2U 28-Bay Appliance with 48TB Storage	\$9,471.00
2	SY-CLOUDLINK-G2	Synergis™ Cloud Link with 4GB of RAM, 16GB Flash, second generation, installed with Synergis™ access control firmware, four RS-485 ports, PoE.	\$1,396.50
2	SY-MP1502	MERCURY MP1502 INTELLIGENT CONTROLLER	\$2,010.40
17	SY-MR52-S3-SCS	Mercury MR52 2-reader interface module Series 3 (8 inputs, 6 relays, PCB only)	\$966.00
37	SS-40NKS-00-000000	HID SIGNO PROFILE 00 - MULTI-TECH READERS with BLE, MOBILE READY Signo40, Wall mount, 13.56mHz & 125kHz, OSDP/Wiegand, Pigtail, Mobile Ready, BLE (NON-STOCK ITEM)	\$317.80
200	TBD	HID ICLASS Card	\$7.00
33	DS-DS150I	REQUEST TO EXIT PIR - GREY;...Operating Range: 96" to 10 ft, The Detector Series consists of the DS150i and DS151i Detectors specifically designed for Request-to-Exit (REX) applications. The DS150i and DS151i detect motion in their coverage area and sig...	\$99.74
35	947-75WH	3/ 4 Rec Stl Dr Lead 1/ 2 Wht	\$11.75
70	DST-1K2K-RESPK	pider Security DST-1K2K-RESPK End of Line (EOL) for Access Control Systems	\$4.90
2	J7-E2BS1	LifeSafety Power E2-BS1 LSP Battery Enclosure, 20" 16" 4.5"	\$239.40
4	AX-BTL125	Altronix BTL125, 12V 4.5Ah Rechargeable Lithium Iron Phosphate (LiFePO4) Battery	\$102.20
2	FPO250/250-3C83D8PE12M	LifeSafety Power FPO250/250-3C83D8PE12M 24-Door Unified Integrated Power System, 24-Lock, 24-Aux, E12M	\$4,992.40
7	WG-32021112	Genesis 32021112 22/2 Stranded Shielded Plenum Cable, CL3P, FPLP, CMP, FT6, 1000'	\$126.08

**City of Piedmont RFP – Access Control System
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7	WG-11191101	Genesis 18/4 Stranded Bx White, 1000'	\$302.40
7	WG-11191109	18/4 STR JKT 1M BX GRY, 1000'	\$302.40
7	WG-22061109	Genesis 22061109 22 AWG 6C Stranded Shielded Riser Cable, Gray, 1000'	\$257.60
8	Small Parts	Other expendible materials	\$140.00
2	AB-4436SW	Austin Enclosures AB-4436SW 4" x 4" x 36" NEMA 1 Screw Cover Wireway	\$56.00
2	Home Depot TBD	3/4 in. x 4 ft. x 8 ft. CDX 5-Ply Interior Fire-Rated Fir Pressure-Treated Plywood	\$85.40
100	HBL2400BCIV	Hubbell HBL2400BCIV 5' Raceway Base and Cover, Ivory	\$6.31
20	HBL2448IVA	Hubbell HBL2448IVA Raceway, 1-G Box, HBL2400, Multi K.O.	\$23.81
2	Schlage	Schlage L9080LB RH 134 Storeroom Mortise Lock	\$292.87
Door Hardware			
5	6S-ND80EUTDR	Schlage ND Series Cylindrical Lock	
4	0L-ND80PDRHO	Schlage ND Series Storeroom Function Cylindrical Lock	
3	0L-KDLA	Keedex Door Cord	
2	0L-MLRK1VD	Command Access MLRK1 series Von Duprin latch retraction kit	
2	990NL-M SP313	Von Duprin 990 series outside pull handle	
2	23105C622	Schlage C keyway key cylinder	
3	HE-520010401	HES 5200 series electric strike	
2	53001-6ALM5203SX1GDLY	Hager 5300 Series Door Closer	
2	5100M16ALM	Hager 5100 series door closer	
5	L9040-02A-626	Schlage L series mortise lock	
1	HE-830010403	HES 8300 series fire rated electric strike	
1	E373L-BE-07-12VDC-FSE-626	Von Duprin e373 series electrified lever trim	
2	SN-M62	Securitron M62 series magnetic lock	
1	SN-EEB2	Securitron EEB2 series emergency exit button	

**City of Piedmont RFP – Access Control System
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- 14.3.3. Contractor is expected to fix all prices at the proposed amounts for the duration of the contract.
- 14.3.4. The City reserves the right to increase or decrease the quantity of equipment to be purchased under this Proposal. Any additional equipment purchased shall be priced at the proposed amount in the detailed bill of material provided by the Contractor as a part of its Proposal.
- 14.3.5. Provide an Allowance of \$25,000.00 as included in the Base Proposal. The allowance will be used for items that are determined by the Owner to be unforeseen conditions or changes in scope from the original RFP scope. Costs under the allowance shall be requested in writing, and work on allowance cost shall not proceed without written approval from the Owner. Contractor shall not assume that the Allowance cost will be used to complete work that is within the scope of the project.
- 14.3.6. See *Alternate 1: Access Control System Service and Maintenance* for a description of this Alternate.
- 14.3.7. Addenda Received (list the Addendum number, date, and mark an "X" for received)

Addendum No.	Date	Received
<u>1</u>	<u>1/28/25</u>	<u>1/28/25</u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

- 14.3.8. Base Proposal - for the installation of the complete Access Control System:

Material	Dollars (\$ 70,798.80_____)
Labor	Dollars (\$ 140,725.93) (includes 64k of
Subcontractor for door hardware	
Bond	Dollars (\$ 5,000.00_____)
Tax	Dollars (\$ 7,256.88_____)
Allowance	Dollars (\$ 25,000_____)
Total	Dollars (\$ 248,781.61_____)

- 14.3.9. Alternate #1 - Access Control System Maintenance :

(5 years of additional Maintenance, includes on site service and replacement materials)

Material	Dollars (\$ <u>materials included</u>)
Labor	Dollars (\$ 52,125.5_____)
Bond	Dollars (\$ _____)
Tax	Dollars (\$ _____)
Total	Dollars (\$ 52,125.5_____)

- 14.4. Contractor Additional Items

14.4.1. Following are item(s) that the Vendor:

14.4.1.1. Considers missing from the design documents and shall be furnished and installed for a complete installation; and/or,

**City of Piedmont RFP – Access Control System
City Hall/Fire Station and Police Department**

- 14.4.1.2. Proposes as an alternate to the design. The associated cost or credit is shown. An explanation of the addition and/or alternate is required for consideration of either.
- 14.4.2. Missing items. Attach an explanation for evaluation.
 - 14.4.2.1. "ADD" \$ _____
 - 14.4.2.2. "CREDIT" \$ _____
- 14.4.3. Contractor Suggested Alternate to the Design. Attach an explanation for evaluation.
 - 14.4.3.1. "ADD" \$ _____
 - 14.4.3.2. "CREDIT" \$ _____
- 14.5. Warranty Acknowledgement
 - 14.5.1. Contractor Warranty
 - 14.5.1.1. Parts - _____ 1 years
 - 14.5.1.2. Labor - _____ 1 years

15. Bonding, Insurance and Other Terms and Conditions

- 15.1. The Contractor agrees to furnish herewith, as required in the Terms and Conditions, a 100% Labor and Materials Performance Bond. **The cost of the bond shall be included in the Proposal for each vendor.**
 - 15.1.1. Contractor states that the name of the surety company to furnish the bond and the amount of the bond are:
 - 15.1.1.1. Surety Company Acrisure Southwest _____
 - 15.1.1.2. Performance Bond Amount: Dollars (\$250,000 _____)
 - 15.1.1.3. Expiration date of Performance Bond coverage: 8/4/25 _____
- 15.2. DELIVERY POINTS - Deliveries shall be made only with advance notice to the PM and only to the following addresses ONLY when "specific" locations are indicated in the Proposal Contractor Documents:

**City of Piedmont
120 Vista Avenue
Piedmont, CA 94611**

NOTE: The City has no forklift or pallet jack equipment and therefore cannot be relied upon for handling freight deliveries. All freight handling is completely the responsibility of the Contractor.

- 15.3. Insurance – comply with requirements in the Sample City Contract included in this RFP.
- 15.4. Total Price for All Items Proposed: A total Proposal dollar amount, regardless of whether the Vendor is proposing on all items, must be entered into the appropriate section of the Proposal form before signing and submitting the Proposal.
- 15.5. Hold Harmless and Indemnification

- 15.5.1. Contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the City, the City Council and its members individually, their officers, employees, servants and agents, from and against all claims, actions, suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by them arising out of:
 - 15.5.1.1. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by Contractor under this contract or by reason of anything to be supplied by Contractor pursuant to this contract.
 - 15.5.1.2. Bodily injury, including death, to any person or persons (including Contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:
 - 15.5.1.2.1. Caused in whole or in part by an act, error or omissions by Contractor or any Subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.
 - 15.5.1.2.2. Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.
 - 15.5.1.2.3. Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.
- 15.6. Late Proposals - Proposals received after the time specified in the Proposal will not be considered. The method of transmittal of the Proposal is at the Vendor's risk of untimely receipt by the City. The use of City equipment for transmission of Proposals is prohibited.

16. Required Forms

Please read all documents included in this packet. Execute the Required Forms in this section and include with the proposal. Questions regarding items in the Request for Proposal may be directed to the (subject: "City of Piedmont RFP - Access Control System").

16.1. Contractor Information

AVS	Guy Morgante
Name of Contractor	Contractor Representative (print)
2601 Mission Street, Suite 401, San Francisco, CA, 94110	(415) 823-3923
Address of Office (City, State, Zip)	Phone Number
	Director of Operations
Signature of Representative	Representative's Title

17. Sample ContractCONTRACT

This Contract made [REDACTED] (“Effective Date”), between the City of Piedmont, California, a municipal corporation, 120 Vista Avenue, Piedmont, California 94611, ("City") and [REDACTED], an ("Independent Contractor").

1. City is a municipal corporation which needs certain services and software as more specifically set forth hereafter.
2. Independent Contractor agrees to provide these services and software to the City under the terms and conditions set forth in this Contract (“Contract”).

3. Services

Independent Contractor shall provide the services as set forth in Exhibit A attached hereto and incorporated herein

4. Compensation

- a. City will pay the Independent Contractor the sum of: \$ [REDACTED] dollars for the services described in Section 3 above. City shall issue payment within 30 days of the satisfactory completion of the services described in Section 3 above.

5. Term

This contract shall begin on the Effective Date. Unless otherwise terminated as provided in this Contract, this Contract shall terminate [REDACTED] from the Effective Date.

6. Contractual Relationship

The parties intend that an independent Contractor-employer relationship will be created by this Contract. City is interested only in the results to be achieved, and the conduct and control of the work will lie solely with Independent Contractor. Independent Contractor is not to be considered an agent or employee of City for any purpose, and neither Independent Contractor nor any employees of Independent Contractor are entitled to any of the benefits that City provides for City's employees. It is understood that City does not agree to use Independent Contractor exclusively. It is further understood that Independent Contractor is free to contract for similar services to be performed for other cities, persons or entities during the term of the Contract. Independent Contractor shall be fully responsible for all income, social security or other taxes or deductions, including but not limited to worker's compensation and unemployment deductions, relating to the services it performs for City.

7. Indemnity and Hold Harmless

To the fullest extent permitted by law, Independent Contractor shall defend (with legal counsel reasonably acceptable to City), indemnify and hold harmless City and its officers, elected officials, employees, agents, and volunteers (collectively “Indemnitees”) from and against any and all liability, claims, loss, cost, damage, injury (including, without limitation, injury to or death of an employee of Independent Contractor or its subconsultants), expense and liability of every kind, nature and description (including, without limitation, fines, penalties, incidental and consequential damages, reasonable court costs and attorneys fees, litigation expenses and fees of expert consultants or expert witnesses incurred in connection therewith, and costs of investigation) (“Liability”), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Contract by Independent Contractor or by any individual or entity for whom Independent Contractor is legally liable, including but not limited to, officers, agents, employees, subcontractors or consultants of Independent Contractor.

For design professionals (as that term is defined by Civil Code § 2782.8) acting within the scope of their professional capacity, to the fullest extent permitted by law, Consultant shall, at its own expense, indemnify, protect, defend (by counsel reasonably satisfactory to the City) and hold harmless any Indemnitees from and against any and all Liability, whether actual, alleged or threatened, which arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, or as may be provided by statute in Civil Code § 2782.8, as may be amended from time to time.

Neither termination of this Contract nor completion of the services shall release Independent Contractor from its obligations under this Section 7, as long as the event giving rise to the claim, loss, cost, damage, injury, expense or liability occurred prior to the effective date of any such termination or completion, and this section shall survive the termination of the Contract.

8. Insurance

The following minimum levels of insurance coverage shall be provided during the term of this Contract. Prior to the execution of the Contract, Independent Contractor shall provide proof of insurance required. Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best’s rating of no less than A:VII, unless otherwise acceptable to the City.

Independent Contractor shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive Independent Contractor’s obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 05 09 or 25 04 05 09) or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, covering hired, (Code 8) and non-owned autos (Code 9), with limit no less than \$2,000,000 per accident for bodily injury and property damage.
3. Workers’ Compensation: as required by the State of California, with Statutory Limits.
4. Professional Liability (Errors & Omissions): As appropriate to Independent Contractor’s services, and not less than \$2,000,000 per occurrence.

The insurance policies are to contain, or be endorsed to contain, the following provisions:

The City of Piedmont, its Council Members, directors, officers, agents and employees shall be named as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of Independent Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Independent Contractor’s insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

For any claims related to this contract, Independent Contractor’s insurance coverage shall be primary insurance coverage (at least as broad as ISO CG 20 01 04 13) with respect to the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Independent Contractor’s insurance and shall not contribute with it.

Independent Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Independent Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Independent Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

Independent Contractor shall require the insurer to provide City with 30-day prior notice of termination or material change in coverage and ten (10) days prior notice of cancellation for non-payment.

9. Assignability

Independent Contractor shall not assign, delegate, or transfer any interest in this agreement nor the performance of any Independent Contractor's obligations hereunder, without the prior written consent of the City.

10. Miscellaneous

As used in this Contract, the masculine, feminine or neuter gender, and the singular or plural number, shall each be deemed to include the others whenever the context so indicates.

11. Notices

Any notices to be sent pursuant to this Contract shall be given in writing, via facsimile and concurrently by prepaid U.S. certified or registered postage addressed to City at 120 Vista Avenue, Piedmont, California 94611, and to Independent Contractor at [REDACTED], or at such other address as each party shall give the other in writing from time to time, and notices shall be deemed received at the time of personal delivery or three (3) working days after being placed in the United States Mail, postage prepaid, certified mail, return receipt requested.

12. Governing Law

This Contract shall be governed by the laws of the State of California. Jurisdiction and venue of litigation arising from this Agreement shall be in the County of Alameda, State of California.

13. Modification

Any modification of this Contract will be effective only if it is in writing signed by all parties to this Contract.

14. Time is of the Essence

Time is of the essence in the performance of this Contract.

15. Termination

The following provisions shall govern termination under this Contract:

a. Either party may terminate this Contract for cause as follows:

- (1) The party electing to terminate shall give the other party written notice of termination at least five (5) days prior to the termination date, setting forth

very specifically the grounds for termination, the specific provisions of the Contract that has been violated, and a full statement of the facts surrounding the violations(s).

- (2) If the terminated party so elects, the parties shall meet promptly and make good faith efforts to resolve the violation(s) in a mutually agreeable way.
 - (3) If any such violation cannot be resolved by the parties at such meeting, or at any mutually agreed extension(s) of such meeting, the termination shall proceed.
 - (4) If the violation(s) have not been resolved, the terminating party may proceed with termination, and with retaining other person(s) or entities to provide services, if the terminating party is the City.
- b. Either party may terminate the Contract at any time without cause upon at least sixty (60) days prior written notice to the other party. In the event of any such termination by City, Independent Contractor shall be paid for services actually performed through the date of termination, and Independent Contractor's work shall be immediately discontinued as of that date, except that City may elect, at City's option, to have Independent Contractor complete one or more projects or specific activities which are then in progress, in which case Independent Contractor shall be paid for such services until completion. If terminated by Independent Contractor, any assignment accepted by Independent Contractor prior to the notice of termination shall be completed if desired by City.

16. Equal Opportunity

Independent Contractor shall insure that its policies and practices provide equal opportunity to all applicants and employees without regard to race, color, creed, gender, age, religion, national origin, sexual preference, gender identity, marital status, disability, Acquired Immune Deficiency Syndrome (AIDS), AIDS-Related Complex (ARC) and in addition, Independent Contractor must comply with the Americans with Disabilities Act.

17. Compliance with Laws

Independent Contractor shall use the standard of care in its profession to comply with all applicable federal, state, and local laws, codes, ordinances, and regulations. Independent Contractor represents and warrants to City that it has and shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Contract any licenses, permits, insurance and approvals which are legally required for Independent Contractor to practice its profession.

18. Entire Agreement

This Contract constitutes the entire agreement of the parties with respect to the matters set

forth herein. Any amendments, modifications, or changes to this Agreement shall be in writing and signed by both parties. In the event of a conflict between the terms set forth in this Contract and the terms set forth in any exhibit to this Contract, the terms of this Contract shall govern over the terms of any exhibit.

19. Ownership of Documents

All plans, studies, documents and other writings, including working notes and internal documents, prepared by and for Independent Contractor, its officers, employees and agents and subcontractors in the course of implementing this Agreement, shall become the property of City upon payment to Independent Contractor for such work, and City shall have the sole right to use such materials in its discretion without further compensation to Independent Contractor or to any other party. Independent Contractor shall, at Independent Contractor's expense, provide such reports, plans, studies, documents and other writings to City upon written request. All documents prepared by Independent Contractor are confidential and shall be maintained to preserve their confidential nature. Release of any such documents to third parties shall only be made upon written consent of City.

20. Licenses

Independent Contractor represents and warrants that it has all licenses, permits, qualifications, insurance and approvals of whatsoever nature which are legally required of Independent Contractor to practice its profession. Independent Contractor represents and warrants to City that Independent Contractor shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals which are legally required of Independent Contractor to practice its profession.

21. Waiver

Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

IN WITNESS WHEREOF, the parties have executed this Contract at Piedmont, California, the day and year first above written.

CITY OF PIEDMONT:

By: _____
City Administrator

By: _____
Title: _____

Attest:

Anna Brown, City Clerk

Approved as to form and legality:

Michelle Marchetta Kenyon, City Attorney
Deepa Sharma, Assistant City Attorney

18. Section 281300 – Access Control System**PART 1 GENERAL****1.1 RELATED WORK**

- A. Request for Proposals

1.2 DEFINITIONS

- A. ACS – Access Control System
- B. CSA – Client Software Application
- C. DGM – Dynamic Graphical Maps
- D. ALPR – Automatic License Plate Recognition
- E. SDK – Software Development Kit
- F. GLM – Genetec Lifecycle Management
- G. SSM – Server Software Module
- H. UI – User Interface
- I. USP – Unified Security Platform
- J. UWI – Unified Web Interface
- K. VMS – Video Management System

1.3 QUALIFICATIONS

- A. The system programmer shall have attended manufacturer training and obtained certification in Genetec™ Security Center - Synergis™ Technical Certification.
- B. Optionally, the system programmer shall have attended manufacturer training and obtained certification in Genetec Security Center - Enterprise Technical Certification.
- C. The system programmer shall be a Genetec certified partner with the following level of qualification:
 - a. Unified Elite Reseller
- D. The system programmer shall submit proof of certifications.

PART 2 PRODUCTS**2.1 ELECTRONIC ACCESS CONTROL SYSTEM GENERAL REQUIREMENTS**

- A. The ACS shall be an enterprise class IP access control software solution. It shall be fully embedded within a Unified Security Platform (USP). The USP shall allow the seamless unification of the ACS with a future IP video management system (VMS).
- B. The ACS shall be highly scalable to support configurations consisting of thousands of doors with facilities spanning multiple geographic areas.
- C. The ACS shall support an unrestricted number of logs and historical transactions (events and alarms) with the maximum allowed being limited by the amount of hard disk space available.
- D. The ACS shall support a variety of access control functionalities, including but not limited to:
 - 1. Controller (Unit) management, door management, elevator management, and area management.
 - 2. Cardholder and cardholder group management, Credential management, schedule management, and access rule management.
 - 3. Badge printing and template creation.
 - 4. Visitor Management.
 - 5. People counting, Area presence tracking, and mustering.

6. Offering a framework for third-party hardware integration such as biometric, mobile credentials, or other devices over IP.
- E. Manufacturer:
 1. Genetec Security Center SaaS:
 - a. Synergis Professional
- F. Certification
 1. The ACS shall be certified
 - a. UL-294
 - b. ULC-S319
 - c. EN-60839-11-1
 - d. CSPN
 - e. FIPS 201
- G. The ACS shall support changing passwords of controller units (for a list of supported units, see the Security Center Administrator Guide):
 1. The ACS shall show the strength of the current unit password.
 2. The ACS shall have the ability to change the password manually or using a string password generator for single or multiple units.
 3. The ACS shall have the ability to automatically update passwords on schedule.
 4. The ACS shall keep the history for passwords and the ability to retrieve them.
 5. The ACS shall have the ability to export passwords of units for safekeeping.
- H. The ACS shall support managing certificates of controller units used for secure command and control (HTTPS and RTSPS) (for a list of supported units, see the Security Center Administrator Guide):
 1. Push Initial Certificate
 2. Automatically switch from HTTP and RTSP to HTTPS and RTSPS
 3. Allow certificate renewal
 4. Manage certificates manually for a single device or a batch of devices
 5. Automatically update upon configured schedule for single device or batch of devices
- I. The ACS shall be based on open architecture able to support multiple access control hardware manufacturers. ACS shall be able to integrate with multiple non-proprietary interface modules and controllers, access readers, and other third-party applications.
- J. The ACS shall support global Cardholder management and synchronization between a central independent site and remote independent sites, all of which can have their own Directory and databases.
- K. The ACS shall have an open architecture that supports the integration of third-party IP-based door controllers and I/O modules. The ACS shall simultaneously support mixed configurations of access control hardware from multiple vendors.
- L. Through the USP, the ACS shall support integration with a future IP Video Surveillance System. Integration with an IP video management system shall permit the user to view live and recorded videos.
- M. The ACS shall support the discovery, configuration, and management of IP-enabled controllers and I/O panels (hardware units). A user shall be permitted to add, delete, or modify a controller if they have the appropriate privileges.
- N. The ACS shall support the configuration and management of cardholders and cardholder groups. A user shall be able to add, delete, or modify a cardholder or cardholder group if they have the appropriate privileges.

- O. The ACS shall support the configuration and management of credentials, for example access cards and keypad PIN numbers. A user shall be able to add, delete, or modify a credential if the user has the appropriate privileges.
- P. A custom card format feature shall allow the administrator to add additional custom card formats using an intuitive tool within the Configuration UI.
- Q. The Badge designer shall allow the creation of badge templates that define the content and presentation format of a cardholder badge to be printed.
- R. The ACS shall support the configuration and management of doors. A user shall be able to add, delete, or modify a door if they have the appropriate privileges.
- S. The ACS shall support the configuration and management of elevators. A user shall be able to add, delete, or modify an elevator and elevator landings if they have the appropriate privileges.
- T. The ACS shall support the configuration and management of visitors. A user shall be able to enroll or remove a visitor if they have the appropriate privileges. The ACS shall support the check-in and check-out of visitors from Monitoring UI.
- U. The ACS shall support people counting (or Area presence tracking). The ACS shall be able to monitor and report the number of cardholders in an area in real-time and for all areas. Monitoring shall be based on the entire access control infrastructure, for both local areas and those in remote geographic locations. People counting can also be used to perform mustering.
- V. The ACS shall permit the creation of custom fields. Up to 1,000 custom fields shall be supported.
- W. The ACS shall support an integrated Import tool to facilitate the import of existing cardholder, credential data, and cardholder group membership. The import of data shall be through the use of the CSV file format. The tool shall be available from Configuration UI.

2.2 FAILOVER AND STANDBY REQUIREMENTS

- A. The USP shall support native and off-the-shelf failover options.

PART 3 EXECUTION

3.1 WARRANTY

- A. The product shall perform in all material respects in accordance with the accompanying user manual, and the media on which the Software Product resides will be free from defects in materials and workmanship under normal use. Software defects are covered through Service Releases and Cumulative Updates which are available for a period of 1 year from the date of software purchase.