TO: **Sacramento Public Library Authority Board Members**

FROM: **Don Tucker, Director of Facilities**

RE: **Purchase Contract for Video Surveillance Systems**

RECOMMENDED ACTIONS:

1. **Approve** purchase contract with Network Management Corporation, for five library branch video surveillance systems in an amount not to exceed $150,000.

2. **Authorize** the Library Director to sign all documents related to this contract within the approved terms.

REASON FOR RECOMMENDATION

The Library has video surveillance systems in use at five branch libraries: Belle Cooledge, Carmichael, Central, Elk Grove, and Martin Luther King, Jr. The systems at Carmichael, Martin Luther King, Jr., and Belle Cooledge are state of the art systems and provide high quality images of public areas inside and outside the branch with a thirty day recording archive. The systems have proven effective in incident investigation and also as an incident deterrent. The Library has seen incident rates drop dramatically in those branches where cameras have been installed.

The Sacramento Public Library Authority Board approved a midyear budget line item of $30,000 to fund an additional system at Del Paso Heights Library in March 2009. That amount, combined with the adopted budget of $120,000 provides sufficient funding to install systems in five branches. The branches identified to receive these new systems are Del Paso Heights, North Highlands, Rancho Cordova, Arden-Dimick and Arcade. These locations were selected based on incident reports received within the past twelve months.

In compliance with the Sacramento Public Library Authority's Contracts and Procurement Policy, a Request for Proposal (RFP) was sent to video surveillance system vendors with an established track record and was posted on the City of Sacramento bid pages and the Library website. Seventy-two inquiries were received prior to the bid closing date of April 10, 2009, and a total of four proposals were received by the 4pm deadline that day. Network Management Corporation was the low proposer with a total price of $149,490.08.

Vendor selection was based on price, performance, integration of data features and references and/or known work history. The RFP document and all related proposals are available for review.