



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Public Health
Department No.: 041
For Agenda Of: 11-06-07
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Elliot Schulman, MD, MPH, Director and Health Officer
Director Public Health Department
Contact Info: Anne M. Fearon, Deputy Director of Administration
681 5171
SUBJECT: Bid Waiver Request for Tel-Tec Security Systems

County Counsel Concurrence

As to form: Yes No N/A

Auditor-Controller Concurrence

As to form: Yes No N/A

Other Concurrence: Purchasing

As to form: Yes No N/A

Recommended Actions:

That the Board of Supervisors:

Authorize the Purchasing Manager to issue six purchase orders for Tel-Tec Security Systems in a total amount not to exceed \$179,420.64 for the installation of commercial door access control systems without a competitive bid. The vendor is not a local vendor and has been used by other County departments for this service.

<u>Vendor</u>	<u>Building</u>	<u>Amount</u>
Tel-Tec Security Systems	Lompoc Main Clinic	\$26,284.24
	Lompoc Wellness Center	\$28,139.03
	Santa Maria Main Clinic	\$26,722.29
	Santa Barbara Bldg 4	\$36,651.37
	Santa Barbara Bldg 3	\$31,210.49
	Santa Barbara Bldg 1	\$14,102.22
Total		\$163,109.64
	10% Contingency	\$16,311.00
Grand Total	Not-To-Exceed	<u>\$179,420.64</u>

Summary Text:

This item is on the agenda to authorize use of public funds to purchase security systems for the Public Health Clinics. The Public Health Department (PHD) has multiple facilities that are currently operating with incompatible security systems and failing locks. PHD will incorporate the General Services' recommendation for a commercial door access control system. General Services has adopted the WIN-DSX system as a standard and it is currently being used by GS and several other County departments. There are only two (2) companies within 120 miles that can provide installation and on-site support of the access-control panels and card-readers that use the WIN-DSX security system. Of the two, only one company has proven to be responsive: Tel-Tec Security Systems. Tel-Tec has a track record of performance in the installation of these security systems for several County facilities.

Background:

This security system is an essential upgrade for the outdated and failing locks that are currently being used to protect our PHD clinics. Tel-Tec has a proven track record of being a responsive vendor for the installation of the access card readers which are used by the WIN-DSX system. The benefits of a security system that matches the standard County system are numerous: 1) the WIN-DSX server and software are already in place and the equipment is functioning well for other County buildings; 2) the system will be supported and maintained by General Services; 3) the system is in compliance with General Services' recommendations for using proximity card reader systems; 4) employees who have access to multiple County buildings will only require one access card that can be programmed for all appropriate sites; 5) the access cards will also serve as identification cards for employees during working and non-working hours; and 6) these access cards will be relied upon in the event of a county disaster to identify County employees and facilitate access to sites and regional areas.

Timely implementation of the security system for the six PHD facilities is needed to heighten building access security, increase the safety of PHD employees, and maximize the confidentiality of patient records as PHD consistently strives to be in complete compliance with the federal HIPAA privacy law which requires that "...Protected Health Information be stored in locked filing cabinets or locked rooms with secure access".

County Code Section 2-39 states that the Purchasing Agent is obliged to purchase all materials, supplies, furnishings and equipment by using a formal competitive bidding process, unless the Board of Supervisors has waived competition under a particular set of circumstances. For the sake of expediency, and due to "limitations in source or supply" pursuant to County Code Section 2-39, PHD is requesting your Board waive the requirement for a competitive bid, for purchase of the security systems for six Public Health buildings.

Fiscal and Facilities Impacts:

Budgeted: No

Narrative: There is no general fund impact with the approval of this bid waiver. The funds for the purchase of this equipment will be made available through a release of designated Public Health Department Special Revenue funds that have been designated for this purpose. Upon approval of this request by your Board, a budget revision request to release the funds and make available the necessary appropriation will follow.

Staffing Impacts:

Legal Positions:
0

FTEs:
0

Special Instructions:

Please return a copy of the minute order to PHD Contracts Unit, 300 North San Antonio Road, Building 8, Santa Barbara, CA 93110 Attn: Margaret A. Granger (805) 681-5367 and one copy of the minute order to Purchasing, Attn: John McMillin.

Attachments: Not applicable

Authored by: Margaret A. Granger, Contracts Unit Coordinator, Public Health Department