



MEMORANDUM

To: Mayor and City Council

From: Josh Littrell, Interim Director of Enterprise Solutions

Date: February 27, 2024

Reference: Consider approval to enter into a Security Services Agreement with Entech, LLC, through BuyBoard Contract # 654-21, in the amount of \$111,963.00 as budgeted; and authorizing the City Manager to sign any necessary documents.

2040: Apply “Smart City” Approach to Resource Management

Introduction:

The purpose of this agenda item is to request City Council consideration and approval of a Security Services Agreement with Entech, LLC to provide maintenance and service for the City’s security access control and CCTV services. This contract includes software licensing, maintenance, support, cleanings, and annual inspections.

Background:

The City of Coppel has been utilizing a contract for the security access control and CCTV services for several years. Staff proactively explored the market to ensure we were getting the value and service.

Multiple vendors were evaluated, and this solution was chosen as the best total solution based on the service features, usability, value, and overall cost. This will be an annual agreement with an estimated total cost of \$111,963.00 with an option to renew. The total 5-year cost of this agreement would be \$618,667.00 with a 5% increase each year.

Benefit to the Community:

The main benefit to the community would be enhancing safety and security for all employees and citizens who visit City facilities.

Legal Review:

Agenda item was reviewed by Procurement.

Fiscal Impact:

The fiscal impact of this purchase is \$111,963.00 and is available in the Enterprise Solutions Budget.

Recommendation:

The Enterprise Solutions Department recommends approval.