

CITY OF DELANO



REQUEST FOR ACTION

<u>Department Head</u>	<u>City Council Date</u>	<u>Agenda Item</u>
Marlene E. Kittock, City Clerk	March 2, 2010	

Authorize purchase of Passpoint Prox Card Reader for the City Hall /Lobby entrance door with wireless exit request remote and wireless panic remote devices.

ACTION REQUESTED

Authorize purchase of Passpoint Prox Card Reader for the City Hall /Lobby entrance door with wireless exit request remote and wireless panic remote devices.

BACKGROUND

Staff was instructed to solicit a quote for the vendor that currently provides maintenance and monitoring of the Card Access system for the City Hall Facility. In order to restrict access and maintain security to the main general operation center of City Hall the access door between this area and the lobby has been kept locked during office hours. The proposal includes installing a card reader onto the exterior side of the office door to the lobby. A wireless remote would be located at the Administrative Assistant desk. We selected wireless as opposed to running an electric wire to the front desk would be cumbersome and difficult to hide. Also with a wireless device, this device could be moved to another work station on days during the Administrative Assistant's absence such as a vacation day. This device would allow the office staff, without leaving their station, to grant access to anyone who has not been issued a passpoint card.

Also it has been suggested in the past, to move the panic button from the service counter to one of the work stations. Should an hostel event occur here, staff would need to migrate to the service counter to activate the silent alarm. For this reason and those stated previously a wireless device option was selected for quoting purposes.

The total cost for the package is \$2,137.50. However should the council wish to remove one or both of the wireless devices, a deduct of \$230 plus tax per device would be in order.

FUNDING

Funding for this purchase should it be authorized would be split as follows 50% Council - Building and repair, and 25% Administration, 12.5% Finance, and 12.5%Community Service general operating budgets. This was allocated based on the number of employees per department.

ATTACHMENTS

Quote from Sentry Systems.