

Item Cover Page

NARRAGANSETT TOWN COUNCIL AGENDA ITEM REPORT

DATE: October 7, 2024
FROM: Susan Gallagher, Purchasing Manager
CO-SPONSOR: Daniel Holland, Information Technology Manager
DEPARTMENT: Finance Department

SUBJECT:

A MOTION TO APPROVE the contract extension for Security System Program and Design Services with Grist Security Consulting, Inc. at their quoted hourly rates, for a one-year period ending August 7, 2025, under the same terms and conditions as the original contract.

SUGGESTED ACTION:

The Town currently owns, operates, and maintains security system components, including door access controls, electronic gates/key fobs, CCTV, and alarms, at many Town buildings and properties. In 2012, we solicited bids for the first time for Security System Maintenance and Improvement Services to maintain this equipment. Over the years, we learned that this work should be divided into two separate categories to be most cost effective and efficient. This bid is for the Program and Design Services component and we utilize vendors off the State of MA contract for the Maintenance and Improvement Services (the actual installation and repair of the hardware and software).

This bid includes hourly rates for various trades needed for the program and design of the security systems. We have worked successfully with this firm since 2016 to program and design various security modifications and implementations. This contract extension period is August 8, 2024 – August 7, 2025. Town Council awarded the original bid on August 7, 2023. The attached spreadsheet shows the results from the original bid solicitation.

FUNDING SOURCE:

Funding is available in each department's respective operating or capital projects account.

ATTACHMENTS:

[B23024 Letter Grist Security Consulting.pdf](#)

[B23024 Results for Security System Program and Design Services.pdf](#)