



Agenda Item No: 1.d

PLACENTIA CITY COUNCIL AGENDA REPORT

Meeting Date: February 4, 2025

Submitted by: Daniel Chang

From: Administrative Services

Subject:

Approval to Replace Existing Door Access Control System for City Hall, Police Department and Fire Administration Buildings

Financial Impact:

Fiscal Impact:

Expense:	\$163,971.49	Total Project Amount
	\$146,337.72	Equipment Purchase and Labor Total
	\$ 17,633.77	Project Contingency Amount
Budget:	\$185,000.00	FY 2024-25 CIP Budget (796509-6840)

Summary:

The Fiscal Year (FY) 2024-25 Capital Improvement Program (CIP) Budget includes funding for IT Emergency Repair projects (Server HVAC & Key Reader System). The scope of this project includes the replacement of the Stanley PAC Key Fob Door Access Control Systems for City Hall, Police Department and Fire Administration (Old City Hall).

The City's current door access system, a Stanley PAC system, has been in service for over 15 years. The system has become increasingly unreliable and obsolete due to the age, lack of available parts and the absence of vendor support. These limitations have led to higher maintenance costs and present security vulnerabilities that require immediate attention.

The City has an existing relationship with ASSI Security, who has installed and setup our security camera systems for the Police Department, City Hall and the new Public Safety Building. Additionally, all equipment and services will be procured using the California Multiple Awards Schedules (CMAS) program, in alignment with the City's internal purchasing policy. (CMAS Number: 3-21-08-1064 - Exp. 09/03/2025).

Recommendation:

Recommended Action: It is recommended that the City Council:

1. Authorize the replacement of the existing Stanley PAC door access control system to cloud based, Open Path Access Control system; and
2. Approve the selection of ASSI Security, the City's current provider of the same cloud-based system being installed at the new Public Safety Building, to supply and install the new access control system; and
3. Approve a contingency budget of 10% of the total project cost to cover unforeseen

- change requests and expenses; and
4. Authorize the Interim City Administrator and/or her designee to execute all necessary documents, in a form approved by the City Attorney.

Strategic Plan Statement:

There is no specific strategic planning goal or objective associated with this agenda item.

Discussion:

The scope of this project includes the replacement of the Stanley PAC Key Fob Door Access Control Systems for City Hall, Police Department and Fire Administration (Old City Hall).

The outdated Stanley PAC system no longer meets the City's access control and security needs. The new replacement cloud-based system, Open Patch Access Control system, will provide Enhanced Security with advanced encryption and pair with multi-factor credentials, system reliability with ease of maintenance, integration and scalability as the system can be expanded to other City facilities.

In July 2024, the three back entrance doors (including the Pedestrian Gate) in the Police Department, lost connection to the Door Access Readers as the back door access control system panel had stop functioning, causing the entrances to be unlocked and not secured. With an emergency approval, ASSI Security provided a temporary solution to replace the inoperable Stanley PAC control panel with the same Access Control hardware that is being proposed in this project. The same hardware and wiring will be used as part of the replacement.

Staff recommends proceeding with ASSI Security, who has proposed a solution meeting all of these requirements. Also, with their familiarity of the City's systems and utilizing the CMAS contract ensures competitive pricing and compliance with purchasing policies. To account for unforeseen expenses during implementation, a 10% contingency budget is also recommended.

Fiscal Impact Summary:

The total project cost for this replacement amounts to \$163,971.49. The cost includes the total amount of \$146,337.72 as well as a contingency in the amount of \$17,633.72. A total of \$185,000 was budgeted in the FY 2024-25 CIP budget for this project. As such, sufficient funds exist for the recommended actions.

Attachments

[City of Placentia Quote - City Hall, PD, Fire Hqtrs Replace Access Control System with Mercury Boards #13076-1-0-2.pdf](#)