Title of Bid: Genetec System - Administration Building

Dept.: Information Systems

Contact Person: Matthew Seeds

Ext.: 7472

Bid #: Sole Source

Description (product/service, justification and use):

The IS Department in coordination with Facilities and the Executive office have met with DCI to move the administration building over to the genetec access control system. This system will now allow the employee IDs to be used to access secure areas of the administration building and remove the current scramble pads.

This system is already in place for the Police Department and the Emergency operations center. This continues to move facilities over to one system.

This project is necessary to help protect our residents who visit, and our employees who work in, the administration building from the unknowing transmission of the COVID virus. This project eliminates the ability of residents to freely roam the administration building and limits their visit to the 1st floor (without an employee escort). In addition, it protects our employees by practicing proper social distancing with visitors of the administration building from their employee areas.

DCI is our integrator of record, which means they are the sole provider of genetec licensing and installation of the system. That is why this request is submitted as a sole-source.

THIS PROJECT IS BEING PAID FOR BY FEDERAL CARES ACT FUNDS TO ASSIST IN THE FIGHT AGAINST THE COVID VIRUS.

Award to: Dynamic Controls, Inc.

Location: Maryland Heights, MO

Price: $197,953.00

Contract term (if applicable):

Bid opening held on: ____________________________ Opened by: ____________________________

Account number to be charged for purchase: 7409800 - 47500

If bid was not awarded to lowest bidder, please explain:

If paying for with grant funds, please indicate (1) grant name, (2) total grant amount, (3) what portion of purchase is being paid for by a grant, and (4) when grant period ends as applicable:
FORMAL BID – REQUEST FOR APPROVAL

Bid #:  

Sole Source

Additional Bids Received

The following additional bids were received:

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<tr>
<th>Vendor</th>
<th>Location</th>
<th>Meets all specifications</th>
<th>Price</th>
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For each vendor that doesn't meet specifications, please explain why:

Vendor: 

Vendor:

☑ Sole source justification memos from (1) dept. and (2) vendor attached.

Department Director/Elected Official must sign the request prior to routing to the Purchasing Manager.

Matthew Seeds
Department Director/Elected Official Signature

Date 6.3.20

Approval or Concurrence of Director of Finance

Date 6.3.20

BELOW ONLY TO BE COMPLETED FOR BIDS AT LEAST $15,000 AND LESS THAN $50,000. See instructions at the top of pg. 1.

Director of Administration Signature

Date
Wednesday, August 7, 2019

Dynamic Controls Inc.
2310 Ball Dr.
St. Louis, MO 63146
United States

To whom it may concern,

As of today, per our records, we confirm that Dynamic Controls Inc. is the main authorized integrator (IOR) on system ID GSC-170818-265376 for St. Charles County.

Should you have any questions, please contact the Genetec Regional Sales Manager listed below or Genetec Sales Administration.

David Brainard
Regional Sales Manager, USA-C·WESTPLAINS
M: 1 (913) 669-1254 | dbrainard@genetec.com

Regards,

Chantale Cadieux
Sales Administration & GSA Manager
June 2, 2020

Matthew Seeds
St. Charles County Government
300 North Second Street
St. Charles, MO 63301

Project: St. Charles County – Administration Building – Access System Upgrade

PROPOSAL: - We propose to furnish the material and perform the work for St. Charles County for the net sum of $197,953.00 (ONE HUNDRED NINETY-SEVEN THOUSAND NINE HUNDRED FIFTY-THREE DOLLARS).

Scope of Work – Admin Building:

- We will utilize the existing Genetec Security Center software package including Synergis access control and Sipelia intercom integration modules. We will furnish and install the reader and intercom licenses with Software Maintenance Agreement on the existing server located at EOC for the conversion/upgrade of the system.

Scope of Work – 1st Floor

- We will furnish and install (1) new access system panel ad (1) new subpanel with Cloudlink, reader controller, reader modules and power distribution to be located in the 1st Floor Mechanical Room. This panel will require two network connections to be provided by the County and this cost is not included in this proposal.
- South Revolver Bypass Door - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.
- South Stairwell #1 Door - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.
- Conference Room Door 115 - We will furnish and install card access including (1) HID card reader, (1) electrified latch retraction kit, (1) request-to-exit device, and (2) door contacts. The right leaf of this pair of doors will unlock with the presentation of a valid card.
- Conference Room Door 116 - We will furnish and install card access including (1) HID card reader, (1) electrified latch retraction kit, (1) request-to-exit device, and (2) door contacts. The right leaf of this pair of doors will unlock with the presentation of a valid card.
- North Stairwell #2 Door - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.
- Collector’s Work Room Door 126 - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.
- Collector’s Office Door 134A - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.
- Collector’s Office Door 134A - We will furnish and install (2) door release buttons for this door with one to be located at each of the two desks near the entrance.
- Collector’s Vault Door 140 - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.
- Collector’s Office Door 134B - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.
- **Personal Property Office Door 141A** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Personal Property Office Door 141B** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.

- **North Revolver Bypass Door** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Hallway Door by Telcom Room** - We will door status monitoring only including (1) door contact.

- **Remodel Area – Three Doors** - We will furnish and install (3) HID card readers, (3) request-to-exit devices, (3) door contacts and (3) duress buttons. The electric strikes are to be furnished and installed by others and this cost is not included in this proposal. We have included the cabling for these devices in our proposal.

- **Assessor's Office** - We will furnish and install (4) duress buttons with one to be located at each of the four customer service windows. We will provide and individual alarm input into the system for each window.

- **Collector's Office** - We will furnish and install (5) duress buttons with one to be located at each of the five customer service windows. We will provide and individual alarm input into the system for each window.

**Scope of Work – 2nd Floor**

- We will furnish and install (1) new access system panel reader controller, reader modules and power distribution to be located in the 2nd Floor Telcom Room. This panel will require a network connection to be provided by the County and this cost is not included in this proposal. This panel will require an interface with the fire alarm system for life safety purposes and this cost is not included in this proposal.

- **Assessor’s Lobby Door 211A** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.

- **Assessor’s Office Door 247A** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) power transfer hinge, (1) request-to-exit device, and (2) door contacts. The right leaf of this pair of doors will unlock with the presentation of a valid card.

- **Assessor’s Office Door 247B** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Dock Door 244B** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Northeast Exterior Door** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Communications Hallway Door** - We will furnish and install card access including (1) HID card reader, (1) delayed egress panic device, (1) request-to-exit device, and (1) door contact.

- **Communications Office Door 228** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) power transfer hinge, (1) request-to-exit device, and (2) door contacts. The left leaf of this pair of doors will unlock with the presentation of a valid card.

- **Assessor’s Workroom Door 212** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Assessor’s Workroom Door 211B** - This door will be removed from the existing system and no longer be access controlled. We will provide a cover plate for the existing reader.

- **Communications Office 228** - We will furnish and install (1) 2N wall mounted video intercom video intercom master to be located in this office.

- **Dock Door 244B** - We will furnish and install (1) 2N wall mounted video intercom video intercom door station to be located outside this entrance.
Scope of Work – 3rd Floor

- We will furnish and install (1) new access system panel reader controller, reader modules and power distribution to be located in the 3rd Floor Telecom Room. This panel will require a network connection to be provided by the County and this cost is not included in this proposal.

- **Recorder's Office Door 338A** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) power transfer hinge, (1) request-to-exit device, and (2) door contacts. The right leaf of this pair of doors will unlock with the presentation of a valid card.

- **Recorder's Office Door 346** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.

- **Recorder's Office Door 348** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.

- **Storage Room Door 340** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.

- **Information Systems Door 336** - We will furnish and install card access including (1) HID card reader, (1) door closer, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Plat Room Door 338C** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.

- **Recorder's Office Door 338B** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Information Systems Door 313A** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Data Center Door 316** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Data Center Door 315** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Information Systems Door 313B** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Recorder of Deeds Office** - We will furnish and install (1) duress button to be located near Door 346.

Scope of Work – 4th Floor

- We will furnish and install (1) new access system panel reader controller, reader modules and power distribution to be located in the 4th Floor Telecom Room. This panel will require a network connection to be provided by the County and this cost is not included in this proposal.

- **Community Development Door 410C** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Conference Room Door 408** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) door closer, (1) request-to-exit device, and (1) door contact.

- **Community Development Door 410B** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Community Development Door 410A** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

- **Cage Door 454B** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.
- **Cage Door 454A** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.
- **Communications Door 446** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.
- **Sheriff's Office Lobby Door 440A** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.
- **Sheriff's Office Lobby Door 440B** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.

**Scope of Work – 5th Floor**

- We will furnish and install (1) new access system panel reader controller, reader modules and power distribution to be located in the 5th Floor Telcom Room. This panel will require a network connection to be provided by the County and this cost is not included in this proposal.
- **Parks Department Door 510B** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.
- **Finance Department Door 541A** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) power transfer hinge, (1) request-to-exit device, and (2) door contacts. The right leaf of this pair of doors will unlock with the presentation of a valid card.
- **Finance Department Door 541B** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.
- **Conference Room Door 557** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.
- **MO Veterans Commission Door 561** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) door closer, (1) request-to-exit device, and (1) door contact.
- **Roads & Transportation Door 560** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) door closer, (1) request-to-exit device, and (1) door contact.
- **Hallway Door to Roads & Transportation** – This door will be removed from the existing system and no longer be access controlled. We will provide a cover plate for the existing reader.
- **Auditor Door 536** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.
- **Human Resources Door 522** - We will furnish and install card access including (1) HID card reader, (1) request-to-exit device, and (1) door contact. The existing electric strike will be utilized and must be in good working order.
- **Parks Department Door 510A** - We will furnish and install card access including (1) HID card reader, (1) electric strike, (1) request-to-exit device, and (1) door contact.
- **Elevator Cab Readers** - We will furnish (2) new HID proximity card readers with one to be located in each of the two elevator cabs. We will be providing a contact closure to the elevator system upon a valid card read that will enable access to Floors 2 through 5 in the building. This will not be floor by floor control. The installation of these readers, cabling in the elevator control room, connection into the elevator controls and any labor or materials that will be required by the elevator service provider is not included in this proposal.
- **Human Resources Office** – We will furnish and install (2) duress buttons with one to be located at each of the two lobby desks. We will provide and individual alarm input into the system for each desk.
- All existing devices that are to be utilized must be in good working order.
- We have not included any credentials in this proposal.
- We will furnish and install new cabling to the devices included in this proposal.
- We will furnish programming services to bring the new readers and intercom units into the system.
General Notes:
- We will provide system start up and program the system.
- We will provide standard shop drawings for the system.
- We have included the 110 VAC power requirements for the access system panels in this proposal.
- The 2nd floor panel will require an interface with the fire alarm system and this cost is not included in this proposal.
- We have not included any material or labor in this proposal that will be required by the elevator service provider.
- We will furnish and install new cabling to the devices included in this proposal.
- We have included freight in this proposal.
- We have not included sales tax in this proposal.
- We have not included permit cost in this proposal.
- All work is figured during normal working hours.
- We will furnish a (1) year warranty for material and labor included in this proposal.

Thank you for your consideration on this project. Please call if you have any questions or comments.

Sincerely,

Darrell A. Baker, VSSD I
Dynamic Controls Inc.
Sales Engineer