TO:  HONORABLE CITY COUNCIL

FROM:  CITY MANAGER  DEPARTMENT:  POLICE

DATE:  JUNE 21, 2004     CMR:294:04

SUBJECT:  APPROVAL OF A BUDGET AMENDMENT ORDINANCE (BAO) TRANSFERRING $73,000 FROM THE UNIVERSITY AVENUE PARKING DISTRICT FUND, THE ELECTRIC FUND, AND THE POLICE DEPARTMENT COMMUNICATION SERVICES EXISTING OPERATING BUDGET INTO THE CIVIC CENTER PARKING – SECURITY UPGRADE CAPITAL IMPROVEMENT PROGRAM PROJECT NUMBER PD-04011; AND APPROVAL OF A CONTRACT WITH ACME SECURITY SYSTEMS TO PURCHASE HARDWARE AND INSTALLATION SERVICES AND UPGRADE SECURITY MONITORING EQUIPMENT IN THE CIVIC CENTER PARKING STRUCTURE AND POLICE DEPARTMENT

RECOMMENDATION

Staff recommends that the Council: 1) approve the attached Budget Amendment Ordinance (BAO) that would transfer $45,260 from the University Avenue Parking District Fund, $12,206 from the Electric Fund, and $15,534 from the Police Department Operating Budget into the Civic Center Parking – Security Upgrade Capital Improvement Program PD-04011; and 2) approval of a contract with ACME Security Services to purchase hardware and installation services for 12 new fixed cameras and building access card readers on Levels B and C in the Civic Center Parking Structure.

BACKGROUND

A number of years ago, closed-circuit cameras were installed on Level A of the Civic Center (CC) parking structure.  This security monitoring equipment was added as a safety precaution for City employees working in City Hall after hours, and on weekends and
holidays. These cameras offer a limited range to pan, tilt and zoom and are currently monitored in the Police Department’s 9-1-1 Emergency Dispatch Center. The Police Department also has security camera equipment at the main entrance outside Police Records, on A-Level at the secured entrance to the Police Department and digital camera and recording equipment that monitors activity in the temporary holding (“booking”) facility. Each of these security cameras is fed into the Dispatch Center for casual monitoring by dispatch personnel. An additional monitor for the booking area is maintained in the Sergeant/Watch Commander’s Office on A-Level.

Several factors have resulted in the need for additional video security of the CC parking structure. They include the following: 1) there has been an increase in the number of reports of vandalism to City employee vehicles parked in the CC parking structure; 2) the longstanding problem with transient persons urinating and sleeping in stairwells continues and places a heavy burden on already taxed police resources; and 3) with the changing world and emphasis on securing critical City resources and facilities, staff feels it prudent to add additional security and monitoring equipment at the City Hall facility.

**DISCUSSION**

The proposed security camera/monitoring project will include adding four camera domes for Levels B and C, with mounting in the central area of each level. The purpose of the dome is to provide the dispatcher the ability to follow someone and zoom in with the controller for suspicious activity within the garage area. In addition, eight fixed mini-dome cameras would be surface mounted to view the stairwells in the garage on Levels B and C. Each of the camera domes has a polycarbonate bubble that is vandal proof. The cameras have a varifocal camera lens that will allow for an optimum picture. These new cameras will be integrated with four existing closed-circuit television cameras located on Level A and routed for monitoring and digital playback recording into the Police Department’s Emergency 9-1-1 Dispatch Center. Due to space limitation in the Communications Center, a 30” flat panel LCD video monitor will be installed to allow on-duty personnel to view the various cameras from their locations. The proposed DVR provides remote viewing software that will allow remote users access to live or recorded video through their desktop computer.

The project also includes adding new card access panels to the Level B and C elevator doorways and two additional card access doors needed for building security within the Police Department. These access card readers will be integrated into the City’s building security system to limit access to authorized personnel only during non-business hours.
The hardware will be procured and installation work performed by ACME Security Systems as a sole source. ACME is currently the provider of all in-building security access systems for the City, including two major security systems for the Police Department and at the Municipal Service Center (MSC).

**RESOURCE IMPACT**

The attached BAO (Attachment A) reflects an increase in revenues and expenditures of $73,000 into the Civic Center Parking - Security Upgrade Capital Improvement Program project PD-040411. This amount is being funded by the University Avenue Parking District ($45,260), the Electric Fund ($12,206), and the Police Department Communication Services Operating Budget ($15,534). Ongoing maintenance costs are in the Police and Public Works Departments’ current operating budgets.

**POLICY IMPLICATIONS**

This agreement is consistent with existing City policy.

**TIMELINE**

The Project will begin as soon as possible and should be complete within 90-days.

**ENVIRONMENTAL REVIEW**

This contract is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15301 of the CEQA guidelines.

**ATTACHMENTS**

Attachment A: Budget Amendment Ordinance
Attachment B: CIP PD-04011 Project Description
Attachment C: University Avenue Parking District Fund Reserves to Date 2003-04
Attachment D: ACME Security System Quotes 54Q128 and 54Q129