



## Agenda Item Summary

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### **Submitted By**

John P. Wielebnicki, Public Works Director

### **Reviewed By**

LKS

### **Agenda Item Title**

**A Resolution Approving a Three Year Professional Services Agreement with Alarm Detection Systems, Inc. for Burglar and Fire Alarm System Monitoring and Maintenance for Village-Owned Buildings in an Amount Not to Exceed \$35,000.00 Annually, Authorizing its Execution and Waiving the Village's Bid Process**

### **Overview**

The Village's current Burglar and Fire Alarm monitoring and maintenance company is Alarm Detection Systems, Inc. (ADS). ADS provides services for the following Village-owned buildings: Village Hall, Public Works Center, three fire stations, three pump stations, Village-owned parking structures (including OPRF parking garage), Dole Learning Center and Metra Station.

### **Staff Recommendation**

Approve the Resolution.

### **Fiscal Impact**

Sufficient funding for Burglar and Fire Alarm system monitoring and maintenance services for Village-owned buildings is included in the FY2019 Budget in various Public Works and Parking Department General Contractual accounts.

If approved, expenditures with ADS for burglar and fire alarm system monitoring and maintenance services for Village-owned buildings would not exceed \$35,000.00 in fiscal year 2019 and the two subsequent years (\$28,335.48 total monthly cost plus \$6,664.52 contingency for unforeseen required repairs to any Burglar and Fire Alarm components).

### **Background**

ADS is the sole source vendor for the equipment associated with the burglar and fire alarm systems due to the radio frequency (RF) mode of transmission that is required for these buildings. ADS is also the current vendor under contract with the West Suburban Consolidated Dispatch Center (WSCDC) for direct connect alarms in the Village of Oak Park.

The following is general information regarding the services provided by ADS:

**Burglar and Fire Alarm Repair Program:**

**Emergency Service:** ADS will respond to a call for repair of alarm equipment as needed. Response will be on the same day or next day basis unless otherwise agreed to by VOP personnel.

**Parts and Labor:** ADS will provide for no cost for labor and repair service including material cost for customer-owned security systems.

**Repair Plan Limitations:** ADS is not responsible for replacement of equipment, parts or labor, which is necessary due to improper use, misuse, abuse, vandalism, lightning or any other Acts of God.

**Monitoring of alarm signals:**

**Burglar Alarms:** ADS, upon receipt of an alarm signal from a subscriber's premises, is authorized by the subscriber or its representatives to attempt to verify whether or not an emergency condition exists. If the ADS Central Station believes that an emergency may exist, they will then make a reasonable effort to notify the police or Fire Department having jurisdiction. ADS shall make a reasonable effort to notify the subscriber or its designated representative by telephone or other means unless ADS has been instructed to do otherwise by subscriber.

**Holdup/Duress Alarms:** ADS, upon receipt of an alarm signal from a subscriber's premises, will then make a reasonable effort to immediately notify the Police Department having jurisdiction.

**Fire Alarms:** ADS, upon receipt of an alarm signal from a subscriber's premises, will then make a reasonable effort to immediately notify the Fire Department having jurisdiction. ADS shall make a reasonable effort to notify the subscriber or its designated representative by telephone or other means unless ADS has been instructed to do otherwise by the subscriber.

**Trouble/Supervisory Signals:** ADS shall make a reasonable effort to notify the subscriber or its designated representative by telephone or other means unless ADS has been instructed to do otherwise by the subscriber. If unable to reach the subscriber, ADS shall notify the fire department having jurisdiction.

### **Alternatives**

The Village could have solicited proposals from other qualified alarm system installation companies to install RF alarm circuitry, however, the alarms would not be monitored directly by WSCDC. Instead, the alarms would be monitored by an off-site location which would increase response time (in essence, creating a "middle-man" scenario" whereby the monitoring company would have to call WSCDC if an alarm is triggered). Because of the existing agreement between ADS and WSCDC, ADS is the preferred vendor.

### **Previous Board Action**

The Village Board approved a five-year Professional Services Agreement (PSA) with ADS in May of 2013.

### **Citizen Advisory Commission Action**

N/A.

### **Anticipated Future Actions/Commitments**

This item will be brought forth to the Village Board prior to the end of this agreement, December 31, 2021.

### **Intergovernmental Cooperation Opportunities**

The Village is currently taking advantage of the Intergovernmental Cooperation Opportunities with WSCDC

and River Forest, which is the host community for WSCDC.

**Performance Management (MAP) Alignment**

This work is in alignment with the Governance Priority established for the Public Works Department for Maintenance and Service Programs.