



## City Manager Agreement Approval Signature Routing Sheet

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**TO:**

Karen L. McLaughlin, City Manager

**DATE: 4/3/12****FROM:**Department of Public Works  
Phil Govea, Deputy Director of Public Works

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**ITEMS:**Service Agreement with Bay Alarm for WQCF Fire Alarm Services  
Service Agreement with Bay Alarm for WQCF Intrusion Alarm Services

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**PROJECT:**

WQCF Safety &amp; Security Project

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**EXPLANATION / RATIONALE FOR AGREEMENT:**

The Sewer Division will be transitioning to an un-staffed graveyard shift, and the WQCF's fire and intrusion systems need to be improved to provide better protection during the un-staffed timeframe. Services include 1) one-time installation of fire and intrusion equipment and 2) ongoing fire and intrusion monitoring. Quotes were solicited from four firms with Bay Alarm submitting the lowest overall cost.

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**FINANCIAL INFORMATION:**

Sufficient funds are available in the Sewer M&O Fund for the installation and monitoring costs through FYE 12. Future fiscal year monitoring costs will be budgeted in the Sewer M&O Fund every fiscal year.

Fire Installation Costs thru FYE 12:	\$	4,950
Intrusion Installation Costs thru FYE 12:	\$	1,350
Total FY11/12 Expenses:	\$	6,300

Funds for FY11/12 Expenses Budgeted in Account:	064-2404-485.54-45
CIP Project No.:	8001

3 Months Monitoring Expenses:	\$	870
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Funds for FY11/12 Monitoring Expenses Budgeted in Account:	064-2404-482.27-01
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**APPROVALS:**

Approved as to Form by City Attorney:

see attached

Approved by Deputy Public Works Director:

Phil Govea      4/13/12  
(signature)      Date

Approved by Director of Finance:

JK SM      4/13/12  
(signature)      Date

Approved by City Manager:

Karen McLaughlin      4/10/12  
(signature)      Date