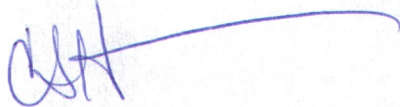


TOWN OF OCEAN VIEW
DELAWARE

JUNE 7, 2022

TO: Mayor and Council

FROM: Carol S. Houck, Town Manager 

SUBJECT: Expansion of the Towns Access Control System to 32 West Avenue including Purchase and Installation

BACKGROUND

Our facility at 201 Central operates an access control system for entry into the non-public areas of the Administrative building. The system is operated by a ProWatch server the Ocean View Police Department maintains, including user credentialing and access card creation. All Town employees have access cards for 201 Central with varied degrees of access within the facility.

EXPANSION OF SYSTEM TO 32 WEST AVENUE

It is our desire to expand the existing system to our facility at 32 West, including the use of the same ProWatch server. Our current vendor Advantech visited the site with Admin Officer Carter and the Town Manager to determine feasibility and provide a price quote for the expansion.

PRICE QUOTE

The cost to expand our card access capabilities to the facility at 32 West Avenue is \$29,325. This cost is \$2,125 higher than our original quote of \$27,200 due to cost increases. Advantech is a State of Delaware awarded contractor. The price includes external and internal door access.

FUNDING

Funds to cover the cost of this access control expansion project are available from a Delaware Emergency Management Association (DEMA) State Homeland Security Program (SHSP) grant awarded to the Town totaling \$27,200, the original quote amount.

The additional funding has also been submitted for approval but has yet to be approved at time of writing. It is noted that the overage of \$2,125 can be funded from available building funds if the increase is not approved by DEMA. We wish to move forward now in hopes to avoid any further price increases.

RECOMMENDATION

It is therefore recommended that Mayor and Council authorize the Town Manager to enter into an agreement with Advantech, our current vendor, to expand our card access system to 32 West at the total cost of **\$29,325**.