



# City of Muscatine

ITEM NUMBER 2024-0030

## AGENDA ITEM SUMMARY

DATE: 2/1/2024

### STAFF

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Richard Klimes, Parks and Recreation Director  
Melissa Baker, Parks Supervisor  
John Kreuzenstein, Information Technology Manager  
Steve Snider, Assistant Police Chief

### SUBJECT

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Request to Approve the Issuance of a Purchase Order not to Exceed \$121,495.60 to Donald Consulting from Muscatine, Iowa for the Purchase and Installation of the Park Security Camera Project

### EXECUTIVE SUMMARY

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Presented for City Council's consideration is a request to approve a purchase order in the amount not to exceed \$121,495.60 to Donald Consulting from Muscatine, Iowa for the purchase and installation of the Park Security Camera Project.

### STAFF RECOMMENDATION

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At this time, City Staff from the Parks and Recreation Department, Police Department and IT Division recommend approval.

### BACKGROUND/DISCUSSION

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City Staff and members of the Muscatine Community have been working on the Park Security Camera Project for nearly two years. The purpose of the project is to find a sustainable way to make the park experience safer, reduce vandalism and to provide for a more efficient way for the Muscatine Public Safety Agencies to monitor the selected park sites. The Park Security Camera Project will place cameras at the Riverfront Restroom, Riverfront Recreation Area, Boat Harbor, Gas Dock, Musser Park and the Skate Park, Taylor Park, Kent-Stein Park, Soccer Complex fuel dispensing area, Greenwood Cemetery fuel dispensing area, Weed Park Lagoon Restroom, Weed Park Maintenance Shop, Aquatic Center, and at the Municipal Golf Course clubhouse area. The project will provide a security camera network that will be monitored 24/7 by a professional firm to assure cameras are functional at all times.

In accomplishing this project, interviews were held with several product suppliers and system installers. The Parks and Recreation Department and the Police Department reached out to

several agencies for references for firms to interview for professional services consulting on security camera systems. Through the PEPPM Cooperative National Purchasing Program, the Verkada Security Camera Group was selected. Many regional and Muscatine local organizations use the Verkada System with positive references received. Additionally, the Verkada System is the only firm that we could identify that does offer a 10-year system maintenance agreement. Bids were solicited for and received and vetted through the PEPPM Cooperative National Purchasing Program. The bid results are as follows: Hearland Business Systems \$204,277.02, Midwest Alarm Services \$192,734.00, Kidwell Inc. \$157,730.00, and Donald Consulting \$121,495.60. Note: The bid received from Midwest Alarm Services did not bid on a Verkada product but the other three firms did.

### **CITY FINANCIAL IMPACT**

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The Park Security Camera Project has been in discussion for nearly two years. When complete, the results of this project will provide for a safer city facility usage experience, will save operating dollars by reducing vandalism, and will help public safety staff be more efficient in monitoring the selected park sites. The funding for this project will be \$80,000.00 from ARPA approved funding, \$19,430.00 from a Police Grant and \$23,000.00 from the Community Foundation of Greater Muscatine Southend Community Improvement Project Fund. There will be an increase in expenses in operating budgets of roughly \$6,000.00 for internet connectivity, which will be accounted for in the overall parks and recreation division budgets. It is anticipated that the reduction in vandalism costs will more than cover the additional operating expenses.

### **ATTACHMENTS**

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1. Request for Proposal
2. Security Camera Bid Tabs

## **City of Muscatine Parks Security Camera Project Request for Proposal**

### **I. GENERAL INFORMATION**

Muscatine will consider all qualified responses to this solicitation. Proposals are being solicited to add cameras throughout the parks department. In order to be considered, proposals must be received in the Company business office by **2:00pm CST on January 23rd, 2024**. See below for the full PEPPM Bid timeline.

### **II. PROCUREMENT AND EVALUATION PROCESS**

Bids will be evaluated based on total price of hardware, software, and installation. Bid of choice will be brought to City Council for approval. All bidders must be approved through the PEPPM Contract for purchase.

The PEPPM Contract is a purchase vehicle that shows a competitive bidding process was used in response to this solicitation. PEPPM evaluates bidders for responsibility and their bids for responsiveness. Then PEPPM uses software to compare competing bids for the lowest price.

Each of PEPPM's cooperative purchasing agreements (1) comply with the competitive procurement requirements, and (2) provide the framework for public procurement units to comply with the other required terms and conditions.

### **III. City of Muscatine CONTACT INFORMATION**

Please contact Richard Klimes - Director of Parks and Recreation for any questions, requests for clarification or interpretations.

### **IV. SUBMISSION OF PROPOSALS**

All proposals are due by 2:00pm CST on or before January 23rd, 2024. Proposals are to be sent to Verkada for evaluation and bid compliance.

Any proposal received after the required time and date specified for receipt shall be considered late and non-responsive. Late proposals will not be evaluated for award.

## **Coverage & Participation**

The intended coverage of this bid, and any agreement resulting from this solicitation, shall be for the use of all buildings within the Company and itemized below. The City of Muscatine reserves the right not to enter into any contract, to add and/or delete elements, or to change any element of coverage and participation at any time without prior written notification and without any liability or obligation of any kind or amount.

## **Good Faith Statement**

All information provided by The City of Muscatine in this solicitation is offered in good faith. Individual items are subject to change at any time. The City of Muscatine makes no certification that any item is without error. The City of Muscatine is not responsible or liable for any use of the information or for any claims asserted there from.

## **V. BACKGROUND**

The City of Muscatine Parks Project consists of the following sites (subject to change):

- Riverfront Restrooms
- Skate Park on pole
- Musser Restroom
- Fuller Restroom
- Weed Park Lagoon Restroom
- Weed Park Rose Garden Restroom
- Weed Park Shop
- Taylor Park Restroom
- Aquatic Center Entrance
- Cemetery Shop
- Boat Harbor
  - Riverview Center
  - Marina
- Athletic Facilities
  - Kent Stein West Restroom
  - Kent Stein East Restroom
  - Kent Stein Maintenance Shop
  - Soccer Maintenance Shop
- Golf Course
  - Beverage Cart
  - Concessions
  - Greens Counter
  - Carts

- Light Pole in Cart Lot

## **VI. SYSTEM REQUIREMENTS**

Please see the required cameras below per location.

- Riverfront Restrooms
  - Verkada CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max
  - Verkada Angle Mount
- Skate Park on pole
  - Verkada CH52-E Outdoor Multisensor Camera, 1TB, 30 Days Max
  - Verkada Large Arm Mount
  - Verkada Pendant Cap Mount
  - Verkada Pole Mount
- Musser Restroom
  - Verkada CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max
  - Verkada Angle Mount
- Fuller Restroom
  - Verkada CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max
  - Verkada L-Bracket Mount
- Weed Park Lagoon Restroom
  - Verkada CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max
  - Verkada L-Bracket Mount
- Weed Park Rose Garden Restroom
  - Verkada CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max
  - Verkada L-Bracket Mount
- Weed Park Shop
  - Verkada CH52-E Outdoor Multisensor Camera, 1TB, 30 Days Max
  - Verkada Large Arm Mount
  - Verkada Pendant Cap Mount
- Taylor Park Restroom
  - Verkada CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max
  - Verkada Angle Mount
- Aquatic Center Entrance
  - Verkada CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max
  - Verkada Pendant Cap Mount
- Cemetery Shop
  - Verkada CD42-E Outdoor Dome Camera, 256GB, 30 Days Max
  - Verkada L-Bracket Mount

- Boat Harbor
  - Riverview Center
    - Verkada CB62-TE Outdoor Bullet Camera, 1TB, 60 Days Max x
  - Marina
    - Verkada CH52-E Outdoor Multisensor Camera, 1TB, 30 Days Max
    - Verkada CB62-TE Outdoor Bullet Camera, 1TB, 60 Days Max
    - Verkada Large Arm Mount
    - Verkada Pendant Cap Mount
    - Verkada Pole Mount
- Athletic Facilities
  - Kent Stein West Restroom
    - Verkada CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max
    - Verkada Angle Mount
  - Kent Stein East Restroom
    - Verkada CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max
    - Verkada Angle Mount
  - Kent Stein Maintenance Shop
    - Verkada CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max
    - Verkada Angle Mount
  - Soccer Maintenance Shop
    - Verkada CD42-E Outdoor Dome Camera, 256GB, 30 Days Max
    - Verkada L-Bracket Mount
- Golf Course
  - Beverage Cart
    - Verkada CD42-E Outdoor Dome Camera, 256GB, 30 Days Max
    - Verkada L-Bracket Mount
  - Concessions
    - Verkada CM41 Indoor Mini Dome Camera, 128 GB, 30 Days Max
  - Greens Counter
    - Verkada CM41 Indoor Mini Dome Camera, 128 GB, 30 Days Max
  - Carts
    - Verkada CB62-E Outdoor Bullet Camera, 512GB, 30 Days Max
  - Light Pole in Cart Lot
    - Verkada CF81-E Outdoor Fisheye Camera, 512GB, 30 Days Max
    - Verkada Angle Mount
    - Verkada Pole Mount

Please note that the City would prefer a security camera system that has an extended maintenance agreement plan.

**Consideration of Proposals**

The City of Muscatine reserves the right to reject any and all proposals; to accept portions of bids and alternates in any order or combination; is not obligated to accept the lowest or any bid; and may waive any informality or irregularity in submittal procedures.

**Proposal Binding Period**

Prices quoted in the Vendor's response for all labor and materials will remain in effect for a period of at least ninety (90) business days from the issuance date of the Vendor's response. Labor rates should remain in effect for the length of the project.

**Price Stability**

Contract prices and discounts shall be fixed at a not to exceed price at the time the contract is signed. In no case shall the price exceed the proposal price.

**Proposal Ownership**

All proposals shall remain the property of The City of Muscatine

This solicitation is not an offer to contract. Acceptance of a proposal neither commits The City of Muscatine to award a contract to any supplier, even if all requirements stated in this solicitation are met, nor limits our right to negotiate in our best interest. We reserve the right to contract with a supplier for reasons other than lowest price. We will thoroughly examine each proposal for best price, product quality, performance measures, flexibility and customer support.

Proposals are to be made in good faith, without fraud, collusion or connection of any kind with any other contractor for the same work. All bidders must complete in their own interest and on their own behalf. If you are subcontracting any portion of this agreement, you must identify the subcontractor in your proposal and agree that all subcontractors are bound to all terms and conditions of this solicitation.

The supplier will absorb all costs incurred in the preparation and presentation of the proposal. All suppliers who submit proposals will be notified of the results of the selection process.

**Debarred Bidders or Subcontractors**

A vendor who is currently subject to state or federal debarment order or determination shall not be considered for evaluation by the procurement team.

**Hold Harmless/Indemnification**

The Vendor shall assume the entire responsibility and liability for any and all damages to persons or property caused by or resulting from or arising out of any act or omission on the part of the Vendor, its subcontractors, agents or employees under or in connection with this contract or the performance or failure to perform any work required by this contract. The Vendor shall hold harmless and indemnify the The City of Muscatine and its agents, volunteers, servants, employees, and officers from and against any and all claims, losses or expenses, including but not limited to attorney's fees, which either or both of them may suffer, pay or incur as the result of claims or suits due to, arising out of or in connection with any and all such damage or injury, real or alleged resulting from any act or omission of the Vendor. The Vendor shall, upon written demand by the The City of Muscatine, assume and defend at the Vendor's sole expense any and all such suits or defense of claims

**Information provided to Bidders**

The Vendor is deemed to have examined the Bid Documents and satisfied itself as to the sufficiency of the information provided and that its pricing summary covers the cost of complying with all of the requirements of the Bid documents and of all matters and things necessary for the due and proper performance and completion of professional services

**References**

Provide a list of at least one (1) current references where similar maintenance packages are successfully being performed.

**Oral Contracts**

Any alleged oral contracts or arrangements made by a respondent with any employee of The City of Muscatine will be superseded by the written contract.

**Amending or Canceling Requests**

The City of Muscatine reserves the right to amend or cancel this solicitation, at any time, if it is in the best interest of The City of Muscatine.

**Rejection for Default or Misrepresentation**

The City of Muscatine reserves the right to reject the proposal of any vendor that is in default of any prior contract or for misrepresentation.

**Clerical Errors in Awards**

The City of Muscatine reserves the right to reject inaccurate awards resulting from clerical



errors.

**Rejection of Qualified Proposals**

Proposals are subject to rejection in whole or in part if they limit or modify any of the terms and/or specifications of the solicitation. Please note that bids received after the above stated deadline may be rejected and considered disqualified.

**Presentation of Supporting Evidence**

If requested, respondent(s) shall present evidence of experience, ability and financial standing necessary to satisfactorily meet the requirements set forth in the solicitation or those implied in the proposals.

**Changes to Proposals**

No additions or other changes to the original proposal will be allowed after submission. While changes are not permitted, clarification at the request of The City of Muscatine may be required at the sole expense of the respondent.

Please note that the City would prefer a security camera system that has an extended maintenance agreement plan.



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PARKS AND RECREATION

Municipal Golf Course  
Greenwood Cemetery  
Parks Maintenance  
Soccer Complex  
Boat Harbor  
Kent Stein  
Recreation  
Wellness  
Pools

## Muscatine Park Security Camera Project

### Bid Tabulation

1. Heartland Business Systems	\$204,277.02
2. Midwest Alarm Services	\$192,734.00
3. Kidwell Inc.	\$157,730.00
4. Donald Consulting	\$121,495.00