

MEMORANDUM

TO: Board of Trustees

THROUGH: Indra Winqest
District General Manager

FROM: Mike Gove
Director of Information Services and Technology

SUBJECT: Review, discuss, and possibly authorize a purchase order in the amount of \$87,545.08 for the purchase of 40 Verkada Security Cameras and their associated licenses; FY2021/22 CIP Project – Security Cameras (CIP#1213CE2105); Vendor: SHI; Fund: General Fund; Division: Administration – Information Services

DATE: August 18, 2021

I. RECOMMENDATION

Authorize the District General Manager to execute a purchase order with SHI, in the amount of \$87,545.08, for the one time purchase of 40 Verkada Security Cameras and their associated licenses. Funding is provided in the approved FY2021/22 budget through CIP Project # 1213CE2105 (General Fund).

II. BACKGROUND

In accordance with Board Policy 3.1.0., 0.15 Consent Calendar, this item is included on the Consent Calendar as it is routine business of the District and within the currently approved District Budget.

District Staff have been requested by the Board of Trustees and District General Manager to increase the security camera coverage across District venues. In 2018, Staff began the process of determining a camera solution that could both be expanded to cover venues not covered by cameras as well as consolidate the District's existing standalone camera systems.

District Staff considered both a fully onsite hosted camera system requiring a very large amount of digital storage and computing equipment and the emerging technology of cloud based systems. Staff determined that not only was the cloud

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hosted system going to be more cost effective in the long-term, it also allows the District to stay at the cutting edge of camera technology.

Staff took the opportunity to take a 90-day pilot installation from Verkada in which Staff installed two cameras and tested them for 90 days. It was determined by Staff that the proposed Verkada camera system was easy to operate, centrally managed, and included several artificial intelligence based features improving and simplifying monitoring and retrieval of footage.

Staff purchased 13 Verkada Cameras in the previous year installing them at the Beach Host Shacks, Mountain Golf Pro Shop, and Recreation Center. These cameras have proven multiple times to be valuable in the retrieval of needed footage.

Staff has worked with Venue Managers and the District Risk Management Team to determine the highest priority locations for the initial phase of this camera installation project focusing first on the outdoor locations outlined in the below table.

Venue	Qty
PW - BCDP	7
PW – WRRF	7
PW – Admin	7
Admin	4
Beaches	3
Champ Course	2
Mountain Course	3
Parks	4
Tennis	3

III. **BID RESULTS**

This item is not subject to competitive bidding within the meaning of Nevada Revised Statutes 332.115 as described in subsection (d) - *Equipment which, by reason of the training of the personnel or of an inventory of replacement parts maintained by the local government is compatible with existing equipment.*

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IV. FINANCIAL IMPACT AND BUDGET

Funding for the proposed purchase and installation of the additional security cameras is provided in the District's approved FY2021/22 budget via a General Fund appropriation in the amount of \$100,000 within CIP Project #213CE2105 (Security Cameras).

It should be noted that while this CIP project was initially determined to likely be treated as an acquisition of a capital asset, to be depreciated over the useful life of the system, after a review of the quote and plan for installation of the proposed cameras, Staff has determined that the cost of this project, if approved, will be recorded as an operating expense rather than capitalized. As such, funding included in the approved FY2021/22 budget will thus be transferred from a capital outlay account to an operating expense; no formal Board action is required.

V. ALTERNATIVES

The board could choose to not move forward with this initiative.

VI. BUSINESS IMPACT

This item is not a "rule" within the meaning of Nevada Revised Statutes, Chapter 237, and does not require a Business Impact Statement.

VII. COMMENT

This purchase has been reviewed and approved by District General Counsel Joshua Nelson.



Project Summary

Project Number: 1213CE2105
Title: Security Cameras
Project Type: G - Equipment & Software
Division: 13 - Information Services
Budget Year: 2022
Finance Options:
Asset Type: CE - Communications Equipment
Active: Yes

Project Description				
Installation or replacement of District wide video monitoring systems.				
Project Internal Staff				
Director of IT Buildings Superintendent Risk Management Specialist Venue Managers				
Project Justification				
The district operates several closed-to-the-public locations that are physically separated from one another and at times remote. The district also operates several publicly accessible locations that have needs for secure video monitoring for both security and safety purposes. District staff will move through a phased approach of installing video monitoring systems based on priority of these needs. This project also allows expenditures in relation to the installation of the systems including any billable staff time.				
Forecast				
Budget Year	Total Expense	Total Revenue	Difference	
2022				
District wide rollout of Security Cameras	100,000	0	100,000	
Year Total	100,000	0	100,000	
2023				
District wide rollout of Security Cameras	100,000	0	100,000	
Year Total	100,000	0	100,000	
	200,000	0	200,000	
Year Identified	Start Date	Est. Completion Date	Manager	Project Partner
2021			Director of IT	



Pricing Proposal
 Quotation #: 20833243
 Created On: 8/4/2021
 Valid Until: 8/31/2021

City of Incline Village

Inside Account Executive

Mike Gove
 NV
 United States
 Phone: 775-832-3721
 Fax:
 Email: mag@ivgid.org

Lauren Budzinski
 290 Davidson Ave.
 Somerset, NJ, 08873
 Phone: 732-652-0813
 Fax: 732-652-3099
 Email: Lauren_Budzinski@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 CB51-E Outdoor Bullet Camera, 90 Days Verkada - Part#: CB51-90E-HW	20	\$1,627.26	\$32,545.20
2 CD51-E Outdoor Dome Camera, 90 Days Verkada - Part#: CD51-90E-HW	18	\$1,479.26	\$26,626.68
3 CB61-TE Outdoor Bullet Camera, 90 Days Verkada - Part#: CB61-90TE-HW	1	\$2,732.22	\$2,732.22
4 CF81-E Outdoor Fisheye Camera, 60 Days Verkada - Part#: CF81-60E-HW	1	\$1,990.58	\$1,990.58
5 5 Year Camera License Verkada - Part#: LIC-5Y	40	\$591.26	\$23,650.40
		Total	\$87,545.08

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.