

**SUMMARY OF DEPARTMENT OPERATIONAL SUPPORT CONTRACT  
REQUEST TO THE HEALTH COMMISSION**

*A DOS Contract is a Contract for the provision of goods or services that directly supports DPH's operations.*

<b>Contractor:</b> <u>Comtel Systems Technology Inc.</u>	<b>Division/Section:</b> <u>SFHN</u>	<sup>DS</sup> <u>RP</u>	<u>04/26/2023</u>   4
<b>Address:</b> <u>1292 Hammerwood Ave.</u>	<b>Deputy Director:</b> <u>Roland Pickens</u>	<b>Administrator, Facilities, ZSFG:</b> <u>Terry Saltz</u>	
<u>Sunnyvale, CA 94809</u>	<b>Program Administrator:</b> <u>Douglas Lindsey</u>	<b>Phone:</b> _____	
<b>Contact:</b> <u>Chris Hyndman</u> Phone: <u>408-420-0374</u>	<b>Contract Analyst:</b> <u>Ron Rossi</u>	<b>Phone:</b> <u>415-554-2839</u>	
<u>Sales Manager</u>			

Request for approval of a new contract with Comtel Systems Technology Inc. in the amount of \$793,308, to acquire maintenance services for the Lenel OnGuard/Prism security system in use at multiple facility locations by the Department of Public Health for a five year term between April 12, 2023 and June 30, 2028 (five years).

Mark only one for each question below:

- Vendor Type**  For Profit  Non-Profit  Government
- Is the Vendor a CMD Certified LBE?**  Yes  No
- Purchasing Authority:**  RFP  Sole Source  GPO  
SFGOV-0000007219 21.5 (d) Proprietary  
7/7/2022
- Does DPH have other existing contracts with this vendor?**  Yes  No  
If yes, approximately how many years has DPH been doing business with this vendor? Provide explanation, as needed. Several years

**CONTRACT INFORMATION**

**Proposed Transaction**

1/1/2023 to 12/31/2025

**FUNDING SOURCES:**

General Fund	\$753,308
<b><u>TOTAL DPH REVENUES:</u></b>	\$753,308

12% Contingency Amount	\$40,000
<b><u>TOTAL CONTRACT AMOUNT WITH CONTINGENCY:</u></b>	\$793,308

<b><u>ANNUAL AMOUNT OF CONTRACT*:</u></b>	\$150,661
<i>*Excludes one-time upfront/implementation costs.</i>	

**[FOR PROGRAM ADMINISTRATION CONTRACTS ONLY]**

Program Administrator Indirect Percent	
<b><u>TOTAL INDIRECT EXPENSES:</u></b>	

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<b><u>TOTAL DIRECT EXPENSES:</u></b>	
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**PROPOSED BREAKDOWN OF ITEMS/SERVICES**

**PROPOSED UNITS OF SERVICES**

Item or Service	Quantity	Unit Price	Amount
<b>Annual Maintenance Budget</b>			
Year 1	1 year	\$118,599	\$118,599
Year 2	1 year	\$122,157	\$122,157
Year 3	1 year	\$125,822	\$125,822
Year 4	1 year	\$129,597	\$129,597
Year 5	1 year	\$133,485	\$133,485
Optional Services – labor & materials	As Needed	varies	\$100,000
Emergency Security Camera Repair	1 job	\$23,674.82	\$23,674.82

**Purpose of Contract:**

The Department of Public Health is purchasing the following maintenance services:

NOTE: THIS SCOPE OF WORK IS LIMITED SOLELY TO LENEL SECURITY EQUIPMENT AND ANCILLARY CCTV MAINTENCE. No added security installation is permitted.

Maintenance Definition: Routine, recurring, and usual work for the preservation, protection and keeping of any publicly owned facility for its intended purposes in a safe and continually usable condition for which it was designed, improved, constructed, altered or repaired.

Comtel shall provide Lenel OnGuard\Prism maintenance and support future upgrades to both OnGuard and Video Platform to ensure that the System, as defined below, remains in the continually usable condition for which it was designed, improved, constructed, altered, or repaired, at various sites within DPH.

As part of "usual work for preservation" of the System, Maintenance shall include comprehensive Systems assessments, including System documentation, System growth needs, System deficiencies if any, and System, gap analysis at periodic times requested by City and agreed to by Comtel.

Annual Maintenance Services will include all items detailed in Section I. System Components, Section II. System Inspections shown below.

**I. System Components**

The following is a partial list of System Hardware and Software components to be assessed and maintained.

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It will be the selected vendor's obligation to inventory and assess the System and then to provide maintenance services for the System as defined above.

1. Application Servers
  - i. OnGuard version 7.3 (1),
  - ii. Prism (1),
  - iii. Communication (1)
2. Client Workstations - 9
3. Lenel Field Panels – 67
4. Associated Field Panels – 4
5. Bosch Field Panels - 4
6. Video Archive Servers – 17 (9 High Resolution, 8 Low Resolution)
7. CCTV – 720 consisting of static and PTZ cameras
8. Card Readers – number unknown
9. Door Contacts – number unknown
10. Perimeter Alarms – number unknown
11. Duress Buttons – number unknown
12. Motion Detectors – number unknown

**II. System Inspections**

Comtel will perform routine inspections of the System to ensure all components are fully functional and operating at peak performance. The devices tested and their associated test frequencies are as follows:

Inspection Table

<b>Equipment Category</b>	<b>Equipment</b>	<b>Quantity</b>	<b>Inspections per year</b>	<b>Location</b>
Intrusion	Intrusion Controller & Keypad	10	1	Campus
Access Control	Access Controllers (9-16 Doors)	64	0	Campus
Access Control	Access Control Modules (RRE-1, RRE- 4, 1/0 boards)	315	0	Campus
Power	Power Supplies – Enclosure Type	80	2	Campus
Power	Power Supply Batteries - Enclosure Type (Rechargeable)	160	2	Campus

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CCTV	NVR - Large (24 to 47 Channels)	16	4	Campus
Access Control	Photo ID Badge Printer	2	1	Campus
Alarm	Panic/Remote Release Buttons	192	4	Campus
Alarm	Door Contacts	588	2	Campus
Alarm	Exit Button/PIR	46	2	Campus
Access Control	Proximity Readers	753	0	Campus
CCTV	Cameras	360	2	Campus
Emergency Phone System	Emergency Phones – Analog	19	2	Campus
Intercom	Intercoms	33	1	Campus
Alarm	Local Door Management Alarms	107	2	Campus
CCTV	Color Monitors	22	0	Campus
Network	Network Video Encoders/Decoders - Large (9 to 24 Ports)	6	2	Campus
Alarm	Motion Detectors	11	4	Campus
Network	Client Workstation	14	4	Campus

**Performance Monitoring:**

The contractor's performance will be monitored and evaluated by facilities staff at ZSFG.

**Health Equity and Inclusion Compliance:**

The Contractor will provide any requested information to comply with the Department's Office of Health Equity (OHE) requirements and will align with the citywide efforts on contract equity as overseen by the Office of Racial Equity (ORE) in the Human Rights Commission.

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**Listing of CEO, Board of Directors, and Owners of 10% or More of the Firm:**

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<b>CEO:</b>	Brad Walsh
<b>Board of Directors:</b>	Brad Walsh
	Donna Hale
	Jeff Konnesky
	Jacquie Ward
	Rodd Merchant
<b>Owners of 10% or more of the Firm:</b>	Owned 100% by Beacon Communications