

RESOLUTION NO. 24-050

**RILEY-PURGATORY-BLUFF CREEK WATERSHED DISTRICT
BOARD OF MANAGERS**

**RESOLUTION AUTHORIZING ADMINISTRATOR TO ENTER INTO AGREEMENT
WITH IDENTISYS FOR CONTROL ACCESS & INTRUSION DETECTION SYSTEM**

Manager _____ offered the following resolution and moved for its adoption, seconded by Manager _____:

WHEREAS the RPBCWD offices at 18681 Lake Drive currently have an access control and intrusion detection system; and

WHEREAS this system was installed by a prior tenant and cannot be programmed by staff and no longer provides alerts for intrusion, fire detection, or gas leaks; and

WHEREAS the company responsible for maintenance of the system is a one person small business that has since relocated out of state and can no longer be responsive to requests for service; and

WHEREAS three companies were contacted to provide quotes with only IdentiSys responding; and

WHEREAS there is adequate budget in the Office Costs line item to cover this install.

NOW THEREFORE BE IT RESOLVED that the Board of Managers of the Riley-Purgatory-Bluff Creek Watershed District hereby authorizes the administrator, with advice from counsel, to enter into an agreement with IdentiSys for the installation of a control access and intrusion detection system for a cost not to exceed \$10,675.

The question was on the adoption of the above resolution and there were __ yays and __ nay as follows:

	YAYS	NAYS	ABSTENTION
CRAFTON			
DUEVEL			
NELSON			
PEDERSEN			
ZIEGLER			

Upon vote, the president declared the resolution _____.

Dated: August 7, 2024.

* * * * *

I, Tom Duevel, Secretary of the Riley-Purgatory-Bluff Creek Watershed District Board of Managers, do hereby certify that I have compared the above resolution with the original thereof as the same appears of record and on file with the District and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand this ____ day of _____, 2024.

Tom Duevel, Secretary

Full-Service Identification and Security Solutions

Physical Security

Logical Security

Video Surveillance

Photo ID Systems

Tracking Solutions

Visitor Management

Emergency Management Solutions

High Volume Card Issuance Systems

Cards

Supplies

Accessories



Riley Purgatory Bluff Creek Watershed District – Access Control upgrade & intrusion system upgrade

Prepared By:

Jennifer Gerster
District Sales Representative

July 18, 2024

Identify with IdentiSys™

Riley Purgatory Bluff Creek Watershed District
18681 Lake Drive E
Chanhassen, MN 55317

DATE: July 18, 2024

Dear Terry:

This statement of work covers the installation of a new Galaxy access control system as well as a new Bosch intrusion system.

Sincerely,

Jennifer Gerster

Jennifer Gerster
District Sales Manager

PROJECT STATEMENT OF WORK:

Project Overview – Access Control & video

Access Control

Door 1 (main door exterior) – Install new reader, reused existing cable. Connect cable to new Galaxy Controller in IT room.

Door 2 (main door interior)– Install new reader, reused existing cable. Connect cable to new Galaxy Controller in IT room.

Door 3- (front door) – Install new reader, reused existing cable. Connect cable to new Galaxy Controller in IT room.

Door 4 (back door) – Install new reader, reused existing cable. Connect cable to new Galaxy Controller in IT room.

IT Closet – Install one four door Galaxy controller. Set up on Galaxy Cloud. Assumes all cable is in working condition. Training to be provided on software.

Intrusion

Door 1 (main door exterior) – reuse existing door contact – recable to new Bosch panel.

Door 4 (back door) – reuse existing door contact – recable to new Bosch panel.

Install 3 new keypads. Install new Bosch panel. Set up call tree on Wright Hennepin Service.

Riley Purgatory Bluff Creek Watershed
 District
 18681 Lake Drive E
 Chanhassen, MN 55317

Jennifer Gerster
 District Sales Manager
 651-248-8344
 Jennifer_gerster@identisys.com

PRICING STRUCTURE

Quantity	Description		
48	Galaxy Cloud Concierge Service PER READER / PER MONTH - annual service		
1	635 4 Reader UL Controller-Includes Medium Controller Enclosure, CPU, 2 DRMs & 2 power supplies		
1	Lock Power Supply-AL400ULPD8-CB* w/PD8UL-CB installed		
2	12V 7AH Battery		
4	SIGNO 40,BLK/SLVR,PIG,CRD PFL STD,MA RDY,FMT:ASP10022,WIEG,32-B MSB,EM:32-B,LED:RED,FLSH:GRN,BZR,SRF:ON,IPM:OFF,VEL:OFF,TAP		
100	SEOS KEY FOB 8K, PROG SEOS, F-BLACK W/HID ARTWORK, B-BLACK, LASER MATCH SEOS #		
20	1-YEAR USER LICENSE, HID ORIGO MOBILE IDENTITIES		
1	Bosch B4512-CV-920 28-Point IP Alarm Control Panel Includes B4512, B10, CX4010, B444-V, B920		
3	2 Line Alpha Numeric Keypad (SDI2)		
1	Bosch D126 12V, 7Ah Standby Battery, Rechargeable Sealed Lead-Acid Power Supply		
1	Basic Plus Monitoring - Includes Basic Monitoring, Open/Closed Unsupervised, & Weekly Test Supervised - 12 Months		
	Total Equipment:	\$	6,290.82
	Implementation Materials:	\$	122.20
	Professional Implementation Services:	\$	4,261.75
	TOTAL SYSTEM INVESTMENT:	\$	10,674.78
	Tax and Shipping		*Not Included
	<i>Tax Exempt Certificate Required for Tax Exempt entities</i>		
	Optional Annual Service Contract:*	\$	1,055.94
	<i>*See Warranty and Service Contract Section in body of Quote Below</i>		
	Galaxy Annual Cloud service (\$10 per door per month)	\$	480.00
	Wright Hennepin Annual Monitoring	\$	659.95

Notes/Terms:

Licensed by the MN State Department of State #TSC02093

Shipping: Not included

Payment: Total of equipment costs, whichever is greater, due with a customer purchase order in consideration of mobilization fees.

Progress billings may apply in 30-day increments. See Progress billing terms listed below.

Balance due upon completion and signing of Final Acceptance form.

Tax exempt entities require tax exempt form.

Pricing subject to change

July 18, 2024

Due to global volatility of equipment and material costs and availability, the pricing in this proposal is valid for 30 days from the date of this proposal. Pricing must be updated prior to purchase if more than 30 days from the date of proposal. Any known material availability issues related to this scope of work will be communicated at time of providing proposal.

Changes in equipment or material availability after proposal has been provided to the customer may impact project completion timelines and project schedules.

PROJECT SCOPE OF WORK

Field Wiring, Cabling, Materials, and Equipment: _____:(Initial here)

- All wire and cable is existing and assumed to be in working condition.
- All conduit, wire mold, and installation materials is existing.
- All wire, cable conduit and materials is existing.
 - Any wiring, cable, and materials provided and/or installed by others must meet manufacturer's specifications for equipment proposed and must be installed meeting all national and local electrical and building codes.
- Any unused or abandoned cabling found during this implementation will be the sole responsibility of others to remove and discard.

Field Device Installation: _____:(Initial here)

- IdentiSys to install new readers for the access control system.
- Any third-party supplied equipment interfacing with this security system will be the responsibility of others to install in accordance with all building codes and manufacturer's specifications

Head-End Control Equipment and Power Supplies: _____:(Initial here)

- All head-end controllers, power supplies, and enclosures listed in the above equipment pricing structure will be supplied by IdentiSys. These devices will be installed by IdentiSys.
 - Any control equipment or power supplies being supplied by a third-party will be the responsibility of others to install.

Field Electronic and Electromechanical Locking Hardware: _____:(Initial here)

- Existing electro-mechanical door locking hardware is assumed to be in working condition.
- Any existing mechanical or electrified hardware slated for re-use or interface to this system will be the responsibility of others to ensure good working condition and compliance with the proposed system as well as local building and life-safety codes.
 - Any Interfaces to third party hardware not provided by IdentiSys under this contract will be the responsibility of the customer to provide coordination between trades and to ensure will be interfaced in compliance with all local, state and federal building, fire and life safety codes.

Head-End Software, Servers, PC Clients and Networking: _____:(Initial here)

- IdentiSys will provide all head-end control, communications and operating equipment listed in the pricing structure above. This will include System Galaxy (access control) and Bosch (intrusion).
 - Any Head-End control equipment being supplied by others will be the responsibility of others to install and maintain. Please see Customer Responsibilities section below for specifics of each line item.

System Software Programming: _____:(Initial here)

- IdentiSys will install and program any IdentiSys provided software listed in the Bill of Materials above.

- Any interfaces to third party provided software or Operating Systems will be the customer's responsibility for ensuring proper installation of all versions, security patches and updates are in place at the time of installation.
- IdentiSys will program all system hardware and infrastructure options required for proper system functionality and interfaces to existing customer communications infrastructure and third-party systems.
- For any customer site-specific programming requirements within the Security Software provided, such as entering cardholder data, programming Access levels, Timezones, auto-unlock times etc., IdentiSys will:
 - During the Customer Training session, program several examples of each function of the system along with the customer and ensure their understanding of these procedures.
 - For larger systems, it will then be the customer's responsibility to extrapolate these programming functions an accomplish the additional programming required to encompass all required parameters for day to day operational status.
 - At the beginning of the project, IdentiSys will deliver System Programming forms and review them with the customer to ensure understanding and allow time for the customer to develop a programming matrix I advance of the customer training.

Riley Purgatory Bluff Creek Watershed District - **Responsibilities:** _____:(Initial here)

- Customer is responsible for providing all 110VAC power requirements at all head-end and applicable field device locations. Unless called out specifically under the terms of this contract.
- Customer is responsible for providing all required network connectivity to their existing network to include:
 - A static IP address for each head-end control device and all applicable field IP devices.
- Customer is responsible to provide Servers for each proposed system, meeting each manufacturer's listed specifications below.
- Customer is responsible for providing any Client PC's to run the proposed software(s) System Galaxy, meeting manufacturer's listed specifications below.
- Customer is responsible for all network perimeter security, firewall protection, antivirus software, network management software and other network security requirements.
- For any customer provided Servers, PC's, storage devices or other networking equipment, Customer will be responsible to provide, install and maintain any Operating Systems, antivirus software, firewalls, etc, and will be responsible for maintaining all required security patches and system updates.
 - ***Before implementing and security patches or system updates, please contact your IdentiSys team to verify that any IdentiSys provided security software has been tested and is compatible with the latest patches and updates.***
- Customer is responsible for maintaining regular backups of system databases. During customer training, all backup, archiving and restoral procedures will be reviewed for any systems provided by IdentiSys.
- Customer is responsible for removal and disposal of any unused, discarded or abandoned cable discovered by IdentiSys during the course of this implementation.
- This quote does not include lift rental.

Customer Training: _____:(Initial here)

- IdentiSys will provide the basic allotted training module with this implementation. Basic training includes a system operational training session for up to **3** individuals and will be performed in one contiguous session, not to exceed **2 hours**.
- This training will be performed at **customers** location.

Hours of Work and Site Access: _____:(Initial here)

- This proposal is based upon the assumption that all work will be performed during normal business hours, 8 AM – 5 PM Monday – Friday. Requirements for work outside of these hours may result in a change order for additional labor fees
- This proposal assumes free access to all work sites during normal business hours as well as a secured on-site storage location for required equipment and materials.

Progress Billings: _____:(Initial here)

- IdentiSys Security requires an initial payment of equipment costs, whichever is greater, in consideration of project mobilization fees. During project implementation, as each building or portion of the project is finalized, commissioned and brought online, a progress billing for this portion of the project will be submitted to the customer for payment. IdentiSys’s payment terms are NET 30 days from the date of mailing of the invoice.
- An overall project invoice for the remainder of payment, less a 10% retainer, will be submitted for payment upon the customer signing of the IdentiSys Certificate of Substantial Completion. The IdentiSys Certificate of Substantial Completion will include a punch-list of outstanding items, to be resolved in a timely fashion by all concerned parties.
- Upon completion of punch-list, and signing of IdentiSys’s Certificate of Final Acceptance, a final invoice for the remainder of the project will be submitted to the customer for final payment.

Change Order Processing: _____:(Initial here)

- In the event of a variances in field conditions, project scope of work, equipment requirements, third party delays, hours of access or other unforeseen changes not addressed elsewhere in this contract, these variations will be communicated by the IdentiSys Project Manager to the customer or customer’s representative, and a change order form will be prepared and submitted prior to proceeding with any additional work pertaining to these variances.
 - **Engineering Change Order:** These change orders will reflect no monetary change to the customer but may or may not impact the completion date of a project.
 - **Customer Change Order:** This type of Change Order reflects a monetary impact to the project and may or may not impact the completion date.
- In either case, the CO will detail the reason for the change, any equipment/materials/labor impacted, impact to timeline and total cost of CO. This will be reviewed with the customer and a signature will be required prior to proceeding with any changed scope of work.

System Warranty/Service Agreement: _____:(Initial here)

- This proposal includes a 90-day warranty on all labor and materials contained within the Bill of Materials against defects in manufacture or workmanship.
 - *This warranty excludes all components provided or installed by others. Warranty is limited to IdentiSys*

provided components only.

- In the event of a request for service, IdentiSys will dispatch a factory authorized representative to diagnose the issue. Any problem found to be directly pertaining to any third-party hardware or any customer-provided labor will result in an invoice being submitted to customer for Time and Materials, based upon IdentiSys' current service rates.
- Pricing has also been provided for the Annual Service Agreement. Based on purchase date and warranty expiration, IdentiSys can prorate the amount to line up with the existing service contract. Replacement equipment will also be substituted in the contract renewal.
- **Annual Service Agreement** is a one year– after 90-day warranty expiration – that includes remote and on-site support, replacement parts, travel and labor for equipment quoted above.
 1. The annual Maintenance Contract includes Parts and Labor for those IdentiSys provided components installed by IdentiSys included in the Bill Of materials Pricing Structure above.
 2. The pricing structure for the Annual maintenance is Tier A, which includes labor during normal business hours: 8AM-5PM Monday-Friday, local time.
 1. Pricing for Tier B (24 hours including weekends) or Tier C (24/7/365, including holidays) may be provided upon request. ****Tiers B and C may not be available for your geographic area, or your specific system deployment. All requests for these levels of service will be evaluated on a case by case basis.***
 3. Equipment replacement will be based on manufacturer's equipment warranty policies. Depending on equipment this may include:
 1. Advanced replacement for equipment diagnosed as defective under warranty
 2. Placing a service order with the manufacturer and replacing defective equipment upon arrival
 3. Depot repair: removing defective equipment, sending in for replacement and replacing the repaired unit upon return.

Existing or Third-Party Supplied Equipment: _____:(Initial here)

- Please reference any and all applicable equipment paragraphs outlined above. These terms hold true for any and all equipment, materials or labor not supplied by IdentiSys. These items include but are not limited to:
 - Any existing or Third-Party supplied cabling, conduit or materials.
 - Any existing security equipment, including any locking hardware interfacing with the IdentiSys system.
 - Any existing or third-party supplied networking or system server, PC or monitor requirements.
 - Any system power supplies required for proper system operation.

- ***For any existing, customer or Third-Party supplied equipment, materials or labor, IdentiSys assumes no responsibility for functionality or performance. These devices, equipment, materials, and labor are excluded from any IdentiSys real or implied warranty. IdentiSys's sole liability is limited to any integration and commissioning services outlined above with regard to these services. Any warranty or service contract calls placed for these components which result in a direct finding that these components are found to be defective or improperly installed will result in additional labor, travel and equipment charges billed at a time and materials rate.***

Existing Facility or Field Conditions: _____:(Initial here)

- During the initial Site survey, project development meetings or review of the bid, contract or construction documents, every effort was made to verify actual field construction with regards to facility walls, ceiling, access points, Hazardous Materials (asbestos, etc) considerations, power, wire routing, lighting, and other actual conditions. During the course of system implementation, it may become apparent that certain field conditions vary from what was proposed during the proposal phase.
 - ***In the event that any actual field conditions vary from initially proposed conditions with regards to labor, materials or equipment, a field change order will be prepared and delivered to the customer for discussion and approval of the changes prior to proceeding with any additional work.***

Third-Party Delays: _____:(Initial here)

- This proposal was developed in good faith through meetings with the customer and any third- party entities involved in bid specifications, timeline development, and implementation requirements. The pricing brought forth in this proposal is based upon a contiguous implementation guideline and is subject to additional changes due to project delays caused by circumstances outside of IdentiSys's control such as third-party delays with regards to equipment delivery, third-party labor delays or third-party facility construction delays.
 - ***In the event that any project delays are incurred due to circumstances outside of IdentiSys's direct control, a field change order will be prepared and delivered to the customer for discussion and approval of the changes prior to proceeding with any additional work.***



IdentiSys Inc.
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952.294.1200 Direct
952.975.0660 Fax

I have read and accepted this entire proposal, pricing structure, implementation timeline, and scope of work, including customer and any third-party responsibilities for delivery.

I am authorized to approve and sign for the proposed project, pricing, and scope listed above.

Customer Signature

Date

Print Name

Title