

OMB Granicus Review

Granicus Title	Ranking of firms and agreement with ADT Commercial LLC for maintenance, installation, and repair of security card badge access systems and closed-circuit television security camera system.				
Granicus ID#	24-0881A	Reference #	24-0046-RFP	Date	June 10, 2024

Mark all Applicable Boxes:

Type of Review									
CIP		Grant		Other	X	Revenue		Project	

Fiscal Information:

New Contract (Y/N)	Y	Original Amount	\$ 1,380,750.00
Fund(s)	Multiple Funds	Amount of Change (+/-)	\$ 0.00
Cost Center(s)	431330	Total Amount	\$ 1,380,750.00
Program(s)	Multiple Programs	Amount Available (FY24)	\$ 60,000.00
Account(s)	5464000	Included in Applicable Budget? (Y/N)	Y
Fiscal Year(s)	FY24 – FY29		

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

Pinellas County Utilities (PCU) is seeking the approval of the ranking of firms and agreement with ADT Commercial LLC (ADT) for the maintenance, installation, and repair of security card badge access systems and closed-circuit television security camera systems. This contract (24-0046-RFP) replaces an existing contract held by ADT after four firms submitted proposals and ADT was evaluated as the highest-ranked firm and was recommended for award by PCU.

The proposed agreement will create a not-to-exceed threshold of \$1,380,750.00 for a term of sixty-months. Funding is included in the Utilities FY24 Adopted Budget in the Solid Waste Revenue and Operating Fund, Water Revenue and Operating Fund, and Sewer Revenue and Operating Fund and is also included in the FY25 Budget draft. The budget for FY24 is significantly lower than the average estimated annual expenditure of \$276,150.00, however, this is due to PCU planning to spend a greater amount in future fiscal years. FY24 is considered sufficiently budgeted for to meet the operational needs of PCU this fiscal year.

Analyst: Shane Kunze

Ok to Sign: ☒

Instructions/Checklist

1. Upon receipt of a request for review and notification in Granicus, review the Agenda and document for language and accuracy. Make sure there are available funds, the dept. is not overextending itself, was it planned, etc.
2. Use the Staff Report section to give a summary of the contract and include your thoughts and pertinent information.
3. Complete the form above using the Granicus attachments and the County's accounting & budgeting systems (i.e., OPUS, Chart of Accounts, Questica Budget Software).
4. Include a statement in both the Fiscal Impact section of the Staff Report and the Granicus Review form to indicate if the activity is planned in the current budget.
 - a. Sample language: **"The (contract, agreement, MOU, activity, etc.) is included in the FY23 Adopted Budget and the preliminary FY24 budget submission from the department. The annual amount**

expected to be spent on the (contract, agreement, MOU, activity, etc.) is approximately the same as has been spent in most recent years (or is ____ percent higher or lower due to____)".

5. Save the form with the following naming convention:
 - a. **OMB.Review_XX-XXXX_Department_Subject_Date)**
 - b. (e.g., OMB Review_22-529A_PW_Sidewalk_28-DEC-2022).
6. Upload to Granicus as a numbered attachment.
 - a. Upload a copy of the Granicus review into the appropriate department review folder on SharePoint. (OMB/OMB Document Library/GRANICUS.RVW).