



Mendocino County

Legislation Text

File #: 19-0467, **Version:** 1

To: Board of Supervisors

From: Sheriff-Coroner

Meeting Date: June 4, 2019

Department Contact: Thomas D. Allman

Phone: 463-4085

Department Contact: Timothy Pearce

Phone: 463-4559

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Authorization to Establish Capital Improvement Project (CIP) for the Installation of a Card Lock Reader System for the Sheriff's Ukiah Office in the Amount of \$50,000 and Approval of Transfer of Funds in the Amount of \$50,000 From Sheriff's Fund 2830 Account 861011 to CIP Fund 1710 Account 864360

Recommended Action/Motion:

Authorize the facilities and fleet division manager to establish a Capital Improvement Project for the installation of a card lock reader system for the Sheriff's Ukiah Office in the amount of \$50,000 and approve transfer of funds in the amount of \$40,000 from Sheriff's fund 2830 account 861011 to CIP Fund 1710 Account 864360.

Previous Board/Board Committee Actions:

None

Summary of Request:

As part of the 2013 Jail Control Replacement project, proximity readers were installed on four high traffic doors. The existing Proximity Reader servers were sized appropriately for future expansion capabilities.

The Sheriff's Office is now ready to transition from a key system to a proximity reader system for fourteen critical doors throughout the Ukiah facility. Three of the critical doors are to the Emergency Operations Center (EOC). It is of the utmost importance that the EOC is properly secured to only allow access to people that absolutely need to be in the operations room. With a card reader lock, this could be achieved by programming card locks per an employee's clearance status. When a status changes or an employee leaves the County's employ, the card can be changed via a computer program versus exchanging a hard key. Currently when a key is lost, the locks must be changed and new keys issued. A card would simply either be turned off or reset. This will allow for a greater degree of efficiency in operations and will save funds that are currently spent to rekey a lock and issue new keys. The Office of Emergency Services (OES) budget unit 2830 has significant salary savings this Fiscal Year due to the inability to fill current vacancies; therefore, it is requested that those salary savings be transferred to the CIP budget in order to fund this critical project.

The County Building and Facilities Division is requesting that this project be authorized to establish a Capital Improvement Project (CIP) for the installation of the card lock reader system. The funds of \$50,000 being transferred from the Sheriff's fund 2830 account 861011 to the CIP fund 1710 account 864360 will be used for

the proximity reader system for the Sheriff's/OES facility.

Alternative Action/Motion:

Return to staff for alternative handling.

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: n/a

Fiscal Details:

source of funding: 2830-861011

current f/y cost: \$50,000

annual recurring cost: \$0

budgeted in current f/y: Yes

if no, please describe:

revenue agreement: No

budget clarification: See attached Request for Appropriation of funds.

Agreement/Resolution/Ordinance Approved by County Counsel: N/A

CEO Liaison: Janelle Rau, Deputy CEO

CEO Review: Yes

CEO Comments:

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Executed By: Lindsey Dunham, Deputy Clerk I

Date: June 6, 2019

Final Status: **Approved**

