



MEMORANDUM

TO: City Council

FROM: Bill Robeson, Assistant City Manager/Public Works Director

BY: Shannon Sweeney, City Engineer

SUBJECT: Accept the Public Safety Camera System Project, PW 2023-10

DATE: November 26, 2024

RECOMMENDATION:

- 1) Accept improvements as constructed by ADT Commercial, LLC (ADT), in accordance with the specifications for the Public Safety Camera System (PSCS) Project, PW 2023-10;
- 2) Direct staff to file a Notice of Completion; and
- 3) Authorize release of retention thirty-five (35) days after the Notice of Completion has been recorded if no liens have been filed.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

The original bid price for this project was \$430,411. Field change orders (contingency costs) of \$81,073.04, or approximately 19%, were expended on this project to address utility deficiencies and additional features that were deemed necessary but were not included in the original project. The final contract and change orders totaled \$511,484.04. \$546,493 was budgeted for this project using ARPA funds. The project was completed within budget.

BACKGROUND:

Approximately seven years ago, the Police Department initiated a public safety camera system allowing police officers the ability to monitor and retain video footage from twenty-three (23) cameras strategically placed throughout the City. This twenty-three-camera system soon failed, proved unreliable, and quickly became outdated at every location. The Police Department developed a plan to revitalize the camera system by entering into a contract with a vendor who could install and service cameras.

On [November 28, 2023](#)¹, City Council approved a contract to ADT to install the new Public Safety Camera System City-wide.

¹ <https://pub-arroyogrande.escribemeetings.com/filestream.ashx?DocumentId=9183>

ANALYSIS OF ISSUES:

This Project was substantially completed on October 1, 2024. Punch list items remaining at that time included training, documentation, camera tuning, and reported issues on several specific cameras. As of the writing of the staff report, all punch list items have been resolved.

ALTERNATIVES:

The following alternatives are provided for the Council's consideration:

1. Accept the PSCS Project and authorize release of retention;
2. Do not accept the project; or
3. Provide other direction to staff.

ADVANTAGES:

The project is complete and accepting the improvements allows staff to close out the project.

DISADVANTAGES:

No disadvantages have been identified in accepting this project.

ENVIRONMENTAL REVIEW:

The completed project is categorically exempt from the California Environmental Quality Act ("CEQA") under the Class 2 exemption, which applies to the replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced. (State CEQA Guidelines, § 15302.)

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

ATTACHMENTS:

1. Notice of Completion – PSCS Project