



## Staff Report

### October 9, 2018

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**TO:** Honorable Mayor and Members of the Town Council  
**FROM:** Britton Snipes, Town Engineer/Public Works Director  
**DATE:** October 9, 2018  
**RE:** Electronic Lock Replacement

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#### **Recommendation**

Waive the formal bidding requirements under Section 3.12.110 of the Municipal Code and adopt resolution authorizing the Town Manager to purchase new electronic locks in an amount not-to exceed \$21,183.42.

#### **Issue Statement and Discussion**

The Town has several electronic locks on the buildings and facilities throughout the Town. The existing locks are no longer supported by the manufacturer and are extremely difficult to update. The battery packs often fail and are not easy to replace.

The Town has also added the responsibility for the Library. It is important to replace the locks at the Library with electronic locks and to be consistent with the other locks that the Town is responsible for maintaining. It is very difficult to maintain locking mechanisms from several different manufactures.

Given that we need to add locks and replace the existing locks, Staff reached out to several lock smiths. Only one, the Town's usual locksmith, provided pricing to provide the new locks and replace the existing electronic locks. The prices quoted are reasonable and staff recommends using Lively Locks to add and replace the locks per the attached quote.

#### **CEQA Requirements**

None.

#### **Financial and/or Policy Implications**

General Fund- Public Works Facilities and ¼ Sales Tax (for the Library).

#### **Attachments**

- A. Resolution
- B. Proposal Quote

**TOWN OF LOOMIS**  
**RESOLUTION NO. 18 - \_\_**

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOOMIS**  
**AUTHORIZING THE TOWN MANAGER TO PURCHASE NEW ELECTRONIC LOCKS IN**  
**AN AMOUNT NOT-TO-EXCEED \$21,183.42**

**WHEREAS**, the Town's existing electronic locks are over ten years old and their age and condition warrants replacement; and

**WHEREAS**, the town desires to replace the lock on the Library with electronic locks; and

**WHEREAS**, the formal bid requirements can be waived as outlined in the Municipal Code Section 3.12.110.C; and

**WHEREAS**, Lively Locks and Dead Blots Inc provided an estimate to replace the existing locks and place new locks at the Library in the amount of \$19,257.66; and

**WHEREAS**, the Town Manager requests change order authority in the amount of \$1,925.76; and

**WHEREAS**, the Town will purchase electronic locks to replace the existing electronic locks and place new electronic locks at the Library.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** that the Town Council of the Town of Loomis waives the formal bidding requirements under Section 3.12.110 of the Municipal Code and Authorizes the Town Manager to purchase electronic locks at a cost not-to-exceed \$21,183.76.

**PASSED AND ADOPTED** by the Council of the Town of Loomis this 9th day of October, 2018 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

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Mayor

ATTEST:

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Town Clerk

**Lively Locks & Dead Bolts**  
**P.O. Box 657**  
**Meadow Vista, CA 95722**  
**Phones: (530) 878-8949, (530) 269-0230, (916) 624-3040**  
**Website: [LivelyLocksAndDeadBolts.com](http://LivelyLocksAndDeadBolts.com)**  
**E-mail: [Livelylocks.tritel@gmail.com](mailto:Livelylocks.tritel@gmail.com)**  
**CCL #520552**

Feb. 1, 2018

Mr. Dave Strock  
Public Works Operations Manager  
Town of Loomis  
3665 Taylor Rd., P.O. Box 1330  
Loomis, CA 95650

Dear Dave:

Here is the bid package for the seven locks that we talked about (three at the office, three at the depot, and one at the library). I've included some information from *Alarm Lock*, so that your IT people can get an overview. The *Trilogy Networx* locks using *Ethernet* are the ones we're interested in. Those locks can be programmed from your office. The DTM (data transfer module) that you used to program the existing locks would not be used anymore.

The *Alarm Lock* sales rep., Mickey Wallis, and I looked at the job. The new locks are similar to the old locks, except you'd be able to program everything from your office, then send the info through the internet to the locks. You'd still have a key bypass for emergencies, you could get in with fobs or cards, or with the keypad, or with an App on a cellphone (which would also require passwords, etc.). You would be able to "lock down" facilities from the central office. You would be able to assign someone a number for the keypad that would only work one time or for a certain number of hours (service personnel). The options are vast.

Your "service provider," whoever you pay for your router service, would have to provide you with an extra "port" on each of your routers. They charge you a monthly fee for that, from what I understand. Your IT people would need to have that set up in order for the locks to work. The *Networx* locks use a "gateway" (like another router) that plugs into the existing router at each location. The "gateway" sort of "blue-tooths" with the lock.

Mickey Wallis, the rep. from *Alarm Lock*, is available to help your IT people set up the computers for the new locks. When he is not available, *Alarm Lock* has an 800 number and help line. *Alarm Lock* also has free webinar classes, some live and some pre-recorded. I'm good with the hardware, but not so good with the computer side of the equation.

Basically, you need four lever-type locks and three panic bar-type locks. Two of the panic bars that you already have (office and depot) are good Von Duprin panic bars and we definitely do not have to replace them. Only the outside keypad/levers would have to be replaced.

At the library, you would need a new Von Duprin panic bar along with the outside keypad/lever. That panic bar will have a vertical rod that locks up at the top of the door, thereby eliminating any problems we might have with wheelchairs. Also, the library door needs a new door closer. We've tried to adjust it in the past, and it still slams. I've put that on the bid as well. We'd have to move the existing deadbolt, and put it below the panic bar, which shouldn't be a problem. Since the staff has mentioned that they are intermittently having problems with their keys, I am also including a new deadbolt in the bid. By the way, for fire compliance, we should at least have a sticker above the door (on the inside) that reads, "This Door to Remain Unlocked During Business Hours." I have those stickers.

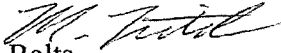
The *Networx* locks for the panic bars, in the dark brown color, take three to six weeks to get from *Alarm Lock*. All the other parts are in stock at my suppliers.

Thank you very much, Dave, for allowing me to bid this job.

Sincerely,

Mike Tritel (owner)

Lively Locks & Dead Bolts



# Proposal

**FROM: Lively Locks & Dead Bolts**  
**P.O. Box 657**  
**Meadow Vista, CA 95722**  
**(530) 878-8949 > (530) 269-0230 > (916) 624-3040**  
**Email: [Livelylocks.tritel@gmail.com](mailto:Livelylocks.tritel@gmail.com)**

**Proposal No. 1**  
**Page 1 of 3**

**Feb. 2, 2018**

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## Proposal Submitted to:

Town of Loomis  
3665 Taylor Road  
P.O. Box 1330  
Loomis, CA 95650

## Work To Be Performed At:

Offices, Depot, Library

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**We hereby propose to furnish all the materials and perform all the labor necessary for the completion of:**

Service Call (one time charge)	\$ 68.00
Labor: install <u>seven Alarm Lock pushbutton Networx locks</u>	
Install new <u>door closer</u> and remount <u>deadbolt</u> at library	
Install new <u>panic bar</u> at library 4 ½ hours @ \$60	270.00
Parts:	
Alarm Lock ETPDN S1G/10B-V99, list price \$1828.00, your price \$1628.00	4884.00
<u>Keypad locks for panic bars</u> Quantity: three	
Alarm Lock PDL6100 26D (silver) keypad lever locks	
List price \$1864.00, your price \$1574.00, Quantity: two	3184.00
Alarm Lock PDL6100 10B (brown) keypad lever locks	
List price \$1936.00, your price \$1620.00, Quantity: two	3240.00
Von Duprin 9927EO vertical rod panic bar for library,	
List price \$1793.00, your price \$1543.00	1543.00
Alarm Lock AL-IME-2 gateway "routers", one for each location	
List price \$325.00 each, your price \$299.00 Quantity: three	897.00
LCN 1461 Slimline <u>ADA door closer, dark brown, for library</u>	
List price \$325.00, your price \$232.00	232.00
Von Duprin 99/98 GBK-SV <u>glass spacer kit</u> , (spaces panic bar away from wooden trim around inside glass on library door)	89.00
Schlage B562 <u>double-keyed deadbolt, dark brown, keyed to existing keys</u>	130.00
Alarm Lock AL HID 1346 <u>key fobs</u> ,	
List price \$13.32, your price \$9.64 Quantity: fifty	482.00

(continued on page 2)



Page 2

Alarm Lock AL HID 1326 key cards  
List price \$6.80, your price \$5.84      Quantity: fifty      292.00

Sign for interior library door "This door to remain unlocked during business hours"      7.00

Tax on parts (\$14,980.00 at 7.25%)      Sales Tax      \$1086.05

**Total Job Cost:**      \$16,404.05

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

Sixteen thousand four hundred four dollars and five cents      \$16,404.05

With payments to be made as follows:      COD or 30 days OK

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted:      Michael Tritel  
Per:      Lively Locks & Dead Bolts  
State Contractor's License No.      # 520552

Proposal may be withdrawn by us if not accepted within: 120 Days (one hundred twenty days)

Acceptance of Proposal

**FROM: Lively Locks & Dead Bolts**  
**P.O. Box 657**  
**Meadow Vista, CA 95722**  
**(530)878-8949 > (530)269-0230 > (916)624-3040**  
**Email: [Livelylocks.tritel@gmail.com](mailto:Livelylocks.tritel@gmail.com)**

**Proposal No. 1**  
**Page 3**

**Date: Feb. 2, 2018**

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**Proposal Submitted to:**

**Work To Be Performed At:**

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**Name:** Town of Loomis  
3665 Taylor Road  
Loomis, CA 95650

Offices, Depot, Library

**Total Job Cost:**

Sixteen thousand four hundred four dollars and five cents

\$16,404.05

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted (Printed Name) \_\_\_\_\_ Signature \_\_\_\_\_

Title: \_\_\_\_\_

Date \_\_\_\_\_

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractors State License Board, Sacramento, California.  
Notice to owners: Under the Mechanics' Lien Law, Section 7019, any contractor or subcontractor who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.

## Proposal

**FROM: Lively Locks & Dead Bolts**  
P.O. Box 657  
Meadow Vista, CA 95722  
(530)878-8949 > (530)269-0230 > (916)624-3040  
[Livelylocks.tritel@gmail.com](mailto:Livelylocks.tritel@gmail.com)

**Proposal No. 1**  
**Page 1 of 2**

**Date: 8-28-2018**

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**Proposal Submitted to:**

Town of Loomis  
3665 Taylor Rd, P.O. 1330  
Loomis, CA 95650

**Work To Be Performed At:**

Train Depot  
Front double door  
Loomis, CA

**We hereby propose to furnish all the materials and perform all the labor necessary for the completion of:**

Service Call		\$ 68.00
Labor to replace keypad lock, take new lock to Vision Quest, pick up lock From Vision Quest and install onto Train Depot		\$120.00
One Alarm Lock ETPDN S1G/10B-V99 keypad lock that can be programmed from office laptop (from Vision Quest) to accept or reject keyfobs, and can be opened with the keypad or with an actual key. Dark Brown.		\$1628.00
One Alarm Lock AL-IME-2 gateway router (connects your server to the lock)		\$ 375.00
Fifty Alarm Lock AL HID 1346 Key Fobs	\$9.64 each	\$ 482.00
Tax on Parts	(7.25% X \$2485.00)	\$ 180.16
<b>Total job cost</b>		<b>\$2853.16</b>

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All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of: \$2853.16

Two thousand eight hundred fifty three dollars and sixteen cents

With payments to be made as follows: COD or 30 days okay

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted: Michael Tritel  
Per: Lively Locks & Dead Bolts  
State Contractor's License No. # 520552

Proposal may be withdrawn by us if not accepted within: 60 Days (sixty days)

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Acceptance of Proposal

**FROM: Lively Locks & Dead Bolts**  
**P.O. Box 657**  
**Meadow Vista, CA 95722**  
**(530)878-8949 > (530)269-0230 > (916)624-3040**  
**[Livelylocks.tritel@gmail.com](mailto:Livelylocks.tritel@gmail.com)**

**Proposal No. 1**  
**Page 2 of 2**

**Date 8-28-2018**

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**Proposal Submitted to:**

**Work To Be Performed At:**

Town of Loomis  
3665 Taylor Road, P.O. Box 1330  
Loomis, CA

Train Depot  
Front double doors  
Loomis, CA

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**Total Job Cost**

\$2853.16

Two thousand eight hundred fifty three dollars and sixteen cents

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted (Printed Name)\_\_\_\_\_ Signature\_\_\_\_\_

Date\_\_\_\_\_

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractors State License Board, Sacramento, California.

Notice to owners: Under the Mechanics' Lien Law, Section 7019, any contractor or subcontractor who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.