



City of Austin

Recommendation for Action

File #: 24-4269, **Agenda Item #:** 11.

4/18/2024

Posting Language

Authorize negotiation and execution of a contract for an electronic visitor management system with Force 5, Inc., for up to five years for a total contract amount not to exceed \$700,000.

[Note: Sole source contracts are exempt from the City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program); therefore, no subcontracting goals were established].

Lead Department

Financial Services Department.

Client Department(s)

Austin Energy.

Fiscal Note

Funding is available in the Capital Budget of Austin Energy.

Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

Sole Source.

For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at: FSDCentralProcurementRCAs@austintexas.gov or 512-974-2500.

Council Committee, Boards and Commission Action:

March 18, 2024 - Recommended by the Electric Utility Commission on a vote of 7-0 with Commissioner Alvaraez off the dais and three vacancies.

Additional Backup Information:

This contract will provide installation, maintenance, and support of electronic logging systems via touchscreen kiosks placed at entry and exit points of Austin Energy facilities deemed as medium or high impact sites by the North American Electric Reliability Corporation Critical Infrastructure Protection (NERC CIP). This required equipment will automate the process for logging visitors, eliminate errors associated with manual logging, and prevent security violations monitored by NERC CIP. This system will support Austin Energy in staying in compliance with NERC CIP.

Force 5, Inc. is the sole manufacturer of an electronic visitor management system designed specifically to meet utility industry compliance requirements. No other system meets all of Austin Energy's specific requirements for reporting and communication without the need for development and customization.

A delay in contract approval could impact Austin Energy's ability to stay in compliance.