

**HOUSING COMMISSION
PALM DESERT HOUSING AUTHORITY
STAFF REPORT**

MEETING DATE: February 12, 2025

PREPARED BY: Celina Cabrera, Senior Management Analyst

SUBJECT: REJECT PROPOSALS SUBMITTED FOR CAMERA PROCUREMENT, INSTALLATION, AND OFF-SITE MONITORING SERVICE FOR RESIDENTIAL PROPERTIES.

RECOMMENDATION:

Recommend to the Palm Desert Housing Authority Board to:

1. Reject all proposals submitted for Camera Procurement, Installation, and Off-Site Monitoring Service for Residential Properties.
2. Authorize staff to re-solicit a revised Request for Proposals (RFP) with a smaller-scale camera system and off-site monitoring scope.

BACKGROUND/ANALYSIS:

The Palm Desert Housing Authority previously utilized a Courtesy Patrol Service, which provided a combination of foot and vehicle patrols of the 15 Housing Authority properties (“Properties”). This service was established through a formal bid process in 2018, with the agreement expiring on September 24, 2024.

In March 2024, staff solicited a formal RFP for Courtesy Patrol services; however, the bids received were three times the previous annual contract cost. As a result, the Housing Commission and Housing Authority rejected all bids in September 2024 and directed staff to explore alternatives, including the procurement and installation of security cameras with off-site monitoring services.

A formal bid process for camera procurement and installation was initiated and advertised in The Desert Sun on October 9, 2024. Proposals were due November 12, 2024. Interested vendors were asked to determine and propose the number of cameras sufficient for each property. The five qualified proposals received are summarized below:

Proposer	Procurement and Installation Cost	Annual Off-Site Monitoring Cost
Am Tec Total Security	\$446,257.12	\$11,100.00
Best Alarm	\$1,130,304.60	\$144,972.00
Blue Violet	\$368,911.36	\$67,354.56
Desert Alarm	\$637,905.00	\$146,400.00
Foothill Lock and Key	\$2,450,197.40	\$53,550.00

The wide variation in costs indicates a need to refine the scope of services and provide specific details regarding equipment and service expectations in the solicitation. Reworking the RFP with these considerations will help ensure proposals are more consistent and cost effective.

FINANCIAL IMPACT:

This action has no direct fiscal impact other than the cost of staff time to prepare and reissue the RFP and the cost to advertise the solicitation in The Desert Sun. There is no impact to the general fund.