



Board of County Commissioners Agenda Request

22
Agenda Item #

Requested Meeting Date: 24Nov2020

Title of Item: Genetec Advantage Contract

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Chris Sutch		Department: IT
Presenter (Name and Title): Chris Sutch IT Manager		Estimated Time Needed: 0
Summary of Issue: <p>Approval of 5 year "Genetec Advantage" software maintenance contract with Archkey Technologies Upfront Commitment (expires on 30-Nov-2025) \$ 1,664.00 from Central Services Budget. This is the Government/Judicial center security system including Card readers and Camera recording.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approval of 5 year "Genetec Advantage" software maintenance contract with Archkey Technologies		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 1,664.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		



Scope of Work

The following describes the services to be performed by ArchKey Technologies for Aitkin County Government Center located in Aitkin, MN.

Annual Genetec Advantage Renewal

This proposal includes the renewal of Genetec Advantage. Additional on-site or remote technical support is also available from ArchKey on a time and materials basis.

Timeframe

- December 1, 2020 through November 30, 2021

Investment Summary

QTY	ITEM	NAME	TOTAL COST
1	ADV-RE-STANDARD-U-1Y	Genetec™ Advantage Renewal Flat Rate for 1 Unified Omnicast™ or Synergis™ Standard system	\$ 186.00
1	ADV-RE-RDR-P-1Y	Genetec™ Advantage Renewal for 1 Synergis™ Pro Reader	\$ 290.00
GRAND TOTAL			\$ 476.00

Multi-Year Options Available		
Part Description	Total Cost	You Save
2 Year Genetec™ Advantage Renewal - Upfront Commitment (expires on 30-Nov-2022)	\$ 856.00	\$ 66.56
3 Year Genetec™ Advantage Renewal - Upfront Commitment (expires on 30-Nov-2023)	\$ 1,141.00	\$ 199.68
4 Year Genetec™ Advantage Renewal - Upfront Commitment (expires on 30-Nov-2024)	\$ 1,427.00	\$ 332.80
5 Year Genetec™ Advantage Renewal - Upfront Commitment (expires on 30-Nov-2025)	\$ 1,664.00	\$ 499.20



Requesting Service

To reach the ArchKey Technologies Systems Support Team, call 763-528-2888 or e-mail support@ArchKey.com. Be prepared to describe the following:

- Issue
- Location of the issue
- The contact information of the requestor.
- Any other relevant information needed to assess and make appropriate plans for resolution.

Hours of Coverage

Phone and Email Coverage	During standard business hours between 8:00 AM and 5:00 PM Monday through Friday (excluding national holidays)
Technician On-Site Support	Monday through Friday 7:00 AM to 5:00 PM, unless otherwise arranged.
After Hours, Weekend, and Holiday Service	For planned and emergency requests

Response Time

The Systems Support team is positioned to serve your ongoing needs by providing the following:

- Guaranteed same day phone or e-mail response during regular business hours for requests initiated to our Systems Support group.
- Attempting resolution first through phone support or remote system access.
- Scheduling an on-site technician or specialist, if needed.

Commencement, Expiration, and Renewal of Agreement

- The agreement shall commence upon the receipt of a purchase order or other acceptable payment guarantee.
- The period of this agreement is one year from the commencement date.

Terms and Conditions

- The information contained herein, whether in part or whole, is the property of ArchKey and shall remain confidential until such time that a contract between ArchKey and the customer is fully executed.
- ArchKey assures compliance with federal, state, and local laws, regulations and code requirements as they apply to work performed under this Scope of Work.
- All pricing under this Scope of Work remains valid for thirty (30) days.



Payment

- Payment is to be made in one (1) installment. An invoice will be submitted after the signing of the Agreement and will be due and payable within thirty (30) days.
- In addition to any other remedy available to ArchKey, if the customer fails to make payment pursuant to these Terms & Conditions, services may be suspended and interest shall accrue and be payable on such unpaid amount(s) from the date on which the payment became due at the rate of 18% compounded annually.

Systems Support Agreement Acceptance

The signature below, by an authorized representative of Aitkin County Government Center signifies acceptance of the System Support Agreement and authorizes ArchKey to provide the outlined equipment, resources, and services.

Sincerely,

ArchKey Technologies

A handwritten signature in black ink, appearing to read "J. Eich", is written over a horizontal line.

Jason Eich
Division Manager
8/27/20
218-725-3420 Direct
Jason.Eich@ArchKey.com

Owner



Addendum

Infectious Disease Safe Work Practices

ArchKey Technologies will take the below precautions for infectious disease safe work practices in customer facilities.

1. Minimize Personnel Exposure

- ArchKey Technologies will leverage technology (video, calls, custom software) to manage projects remotely, when possible, to reduce the number of people on-site while providing technical support and ensuring process quality control.

2. Health & Hygiene

- ArchKey Technologies will conduct a daily health screening for all staff entering client facilities.
- Anyone displaying flu-like or Covid-19 symptoms, per the screening, will not report to the site and be encouraged to consult with a healthcare professional. These individuals will not be allowed to return to work until they experience 72 hours free of fever.
- ArchKey Technologies will comply with all customer directed health and hygiene protocols.
- ArchKey Technologies staff will wash hands frequently and maintain good personal hygiene based on CDC guidelines.

3. Personnel Protective Equipment (PPE) and Sanitizing Requirements

In addition to our standard PPE and clothing requirements, ArchKey Technologies requires:

- Gloves and Face Covering/Mask to cover nose, mouth, and hands.
- All PPE will either be disposable or safely stored and sanitized after use.
- Tools and Owner equipment to be sanitized before and after use/contact per shift.
- ArchKey Technologies employees will not share tools, PPE, or other items.

4. Social Distancing

ArchKey Technologies will follow CDC guidelines for social distancing and require staff to:

- Keep a social distance of **at least 6 feet** from others.
- Limit working in congested areas.
- Eliminate the need for signatures.
- Avoid handshakes and other physical contacts.

5. Covid-19 Case Reporting and Return to Work

ArchKey Technologies will notify clients of potential COVID-19 cases and give status updates as information is available. The following ArchKey Technologies COVID-19 safety guidelines are available upon request:

- Health Screening Questionnaire
- Pandemic Control Agreement
- Return to Work Process

For questions or additional information on ArchKey Technologies safety protocols, please contact your Account Representative or ArchKey Systems Support at support@archkey.com or 763-528-2888.