

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT  
AGENDA STATEMENT

No. 8 i.

MEETING OF January 10, 2024

Item Title:

CONSENT CALENDAR:

Motion to approve a contract with First City Electric, LLC for CCTV and Cable Installation at Ketchikan High School.

REVIEWED BY:

Superintendent  
 Finance  
 Maintenance

SUBMITTED BY: Al Jacobson, Maintenance Director, 907 225 2416

APPROVED FOR SUBMITTAL: Michael Robbins, Superintendent, 907 247 2109

**CONSENT CALENDAR**

*Matters listed under the "Consent Calendar" are routine and will be enacted by one motion and one vote. The appropriate motion is to: "I move to approve the Consent Calendar." There will be no separate discussion of the items under the Consent Calendar. If a Board member requests discussion, that item will be removed from the Consent Calendar and will be considered under "Unfinished Business."*

**SUMMARY STATEMENT:**

The School Board is being asked to approve a contract with First City Electric, LLC. for \$54,500.00. Ketchikan Gateway Borough School District entered a competitive bidding process for this project in November 2023. First City Electric was identified as the low bidder at the scheduled bid opening at 2pm on December 05, 2023. This is a Ketchikan Gateway Borough funded and approved project.

ISSUE: Board Policy governs the district's purchasing and contracting procedures. Board Policy requires Board approval for expenditures and financial obligations over \$25,000.00.

**BACKGROUND:**

In 2018-19 with proof of concept being a success, a video management system (VMS) was launched called Milestone. In early 2021 a District wide security assessment was done by SMRC. In this report it details Milestone as the best solution and makes recommendations to add to it. In 2022 The Ketchikan Gateway Borough approved facilities CIP money for Kayhi cameras. Building modeling and hardware camera procurement happened in summer 2022. Most of this was received by early 2023. Due to manpower constraints dedicated internal efforts were moving at a slower pace than desirable. This prompted the decision to hire a contractor for some of the wiring and camera placements.

**ATTACHMENTS:**

- Intent To Award

**RECOMMENDATION:**

Approval of the contract with First City Electric, LLC regarding CCTV and Cable installation and associated work at Ketchikan High School.

**FISCAL NOTE\***

[ ] N/A EXPENDITURE  
REQUIRED \$ 54,500.00

**RECOMMENDED ACTION** *(Only if not approved as part of the Consent Calendar):*

**"I move that the Board of Education approve the contract with First City Electric, LLC regarding CCTV and Cable Installation and associated work at Ketchikan High School in the amount of \$54,500.00"**



# Ketchikan Gateway Borough School District

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**TO:** All Planholders of Record

**FROM:** Alan Jacobson, Maintenance Director

**DATE:** December 05, 2023

**RE:** Ketchikan High School CCTV and Cable Installation Project

## **Notice Of Intent to Award**

Ketchikan Gateway Borough School District received two responsive bids for the above referenced project. First City Electric was identified as the low bidder at the scheduled bid opening at 2pm on December 05, 2023. Pending no aggrieved bidder within the appeal period of ten (10) calendar days (December 16, 2023). The Ketchikan Gateway Borough School District Board of Education intends to formally award a contract for the project at their regularly scheduled meeting on Wednesday January 10<sup>th</sup>, 2024.

Thank You for your interest in this project.

CC: Michael Robbins, [michael.robbins@k21schools.org](mailto:michael.robbins@k21schools.org)

CC: Melissa Johnson, [melissa.johnson@k21schools.org](mailto:melissa.johnson@k21schools.org)

**Alan Jacobson**

KGBSD Maintenance Director

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