



1. Agenda Outline

Documents:

[2020 07 07 BOC SPECIAL ZOOM MEETING AGENDA OUTLINE.PDF](#)

2. Agenda Full Version

Documents:

[2020 07 07 BOC SPECIAL ZOOM MEETING AGENDA FULL VERSION.PDF](#)

In accordance with ADA regulations, persons in need of an accommodation to participate in the meeting should notify the County Manager's office at 828-764-9350 at least forty-eight (48) hours prior to the meeting.



**Burke County  
Board of Commissioners  
Special Meeting  
Zoom Virtual Meeting  
ID: 863 6267 6347  
PW: 286867  
Tuesday, July 7, 2020  
4:00 PM**

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- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. ITEMS FOR DECISION**
  1. Finance - Approval of Contract for Proximity Card Entry - Presented by Margaret Pierce, Deputy Co. Mgr. / Finance Director
- 4. ADJOURN**



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**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: July 7, 2020**



**Items for Decision**

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**Subject Title: Finance - Approval of Contract for Proximity Card Entry**

**Presented By: Margaret Pierce**

**Summary of Information:** As part of the County's effort to reduce the spread of COVID-19, approximately 140 door locks are proposed to be converted to proximity card entry systems. This will increase employee safety now and in the future. Sage Security currently manages the systems at the Sheriff's Office, Courthouse, Human Resource Center, Register of Deeds and the 911 Center. To maintain consistency, Sage Security is recommended to install and maintain the entire system. Total project estimate is \$400,000 for locks, card readers, cards, door frame changes, door changes, and installation. Twelve months after installation, charges for monthly maintenance for all County buildings will begin. The maintenance amount is estimated at \$4,500 per month to start in the fall of FY 21-22.

Further, authority is requested for the County Manager to execute additional contracts over \$90,000, if any, utilizing CR funds.

Note: The contract was not available at the time of agenda distribution.

**Budgetary Effect:** Coronavirus Relief Funds (CRF) received due to COVID-19 will enable provision of the project. The FY 21-22 budget will need to include funds for monthly maintenance.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motions: To approve a contract with Sage Security for installation and maintenance of a County-wide proximity card entry system in an amount not to exceed \$400,000 utilizing Coronavirus Relief Funds.**

**Authorize the County Manager to execute this contract on behalf of the Board, subject to review and/or revision by the County Attorney.**

**Authorize the County Manager to execute additional contracts greater than \$90,000 which utilize Coronavirus Relief Funds on behalf of the Board, subject to review and/or revision by the County Attorney.**