



COUNTY OF HUMBOLDT

For the meeting of: 11/18/2025

File #: 25-1271

To: Board of Supervisors

From: County Administrative Office

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Supplemental Budget for the Enterprise Security System in the County Administrative Office Information Technology Budget (3550118) in the Amount of \$456,310 (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the attached supplemental budget in the amount of \$456,310 for the County Administrative Office (CAO) Information Technology Budget (3550118). (4/5 Vote Required)

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 3002 - Invest in county facilities

DISCUSSION:

On Jan 28, 2025, your Board directed staff to initiate request for proposal (RFP) process for physical security infrastructure upgrades at county facilities. On July 14, 2025, CAO Information Technology issued RFP IT2025-001 to design, develop, install, implement and support a unified enterprise security solution for county facilities.

Following a comprehensive review by the evaluation committee, Security Lock and Alarm was identified as the highest-ranked proposer. On Oct. 28, 2025, your Board approved awarding Security Lock and Alarm the RFP for the enterprise security solution.

Security Lock and Alarm has provided the attached Proposal for Verkada Equipment and Software. The attached supplemental budget will enable the CAO Information Technology Division to proceed with the purchase of goods and services from Security Lock and Alarm, to begin installation of the new enterprise security system. The full amount will be paid for out of the Information Technology existing fund balance. The new system will be maintained as a fixed asset by Information Technology.

SOURCE OF FUNDING:

Information Technology (3550-118)

FINANCIAL IMPACT:

Expenditures (3550118)	FY25-26
Budgeted Expenses	

Additional Appropriation Requested	\$456,310
Total Expenditures	\$456,310

**Projected amounts are estimates and are subject to change.*

Funding Sources (3550118)	FY25-26
Use of Fund Balance	\$456,310
Total Funding Sources	\$456,310

**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

The attached supplemental will increase the CAO Information Technology (3550118) budget by \$456,310, there is sufficient cash balance available in the fund to support the use of fund balance for the full up front cost of the proposal.

The proposal includes both the replacement of existing security equipment and add-on locations. Departments are responsible for the cost of any add-on locations included in the proposal. The project will be paid for in full by the Information Technology Internal Service Fund (ISF), which will monitor, maintain, and plan for eventual replacement of the enterprise security system, including tracking depreciation for the fixed asset.

The attached proposal includes locations for multiple county departments including the Sheriff, Probation, Library, ADA, Child Care Services and various other Central Services departments located at the Humboldt County Courthouse. Information Technology staff will work with these departments to bring budget adjustments for their contributions to the project, as appropriate for any add-on portions of the proposal, at first quarter.

STAFFING IMPACT:

None

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may choose not to approve the supplemental budget; however, this is not recommended as the supplemental is required to open the fixed asset for the Security Lock and Alarm proposal approved by your Board.

ATTACHMENTS:

1. Proposal for Verkada Equipment and Software
2. Supplemental Budget (3550118)

PREVIOUS ACTION/REFERRAL:

Meeting of: 10/28/25

File No.: 25-1146