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TOWN OF HARRISON  
COMPTROLLER'S OFFICE

TO: RONALD BELMONT AND MEMBERS OF THE TOWN BOARD

FROM: MAUREEN MACKENZIE, COMPTROLLER

RE: TOWN BOARD MEETING OF APRIL 5, 2018

DATE: March 28, 2018

In order to continue with the security system that was put in place in Town Hall, I am requesting authorization from the board to purchase an Access Control System and a Visitor Management System through A+Technology & Security Solutions, INC.

Due to NYS PESH regulations, it is a requirement that we know at any given time who and how many people are in the Town Building in case of an emergency evacuation (fire, etc.).

Access control is for the employees entering and exiting the building. Employees will be issued a badge that will be used to enter and exit. The Visitor Management System will be able to track anyone other than employees who enter and exit the building.

The cost of the Access Control System is \$17,702.98. The cost of the Visitor Management System is \$9,515.57. Total for both systems is \$27,218.55.

Funding is available in Capital account 16GB06 (\$21,594.36) and Town Contingency Line 001-1900-100-4490 (\$5,624.19).

Authorization is requested to purchase the two systems and to transfer \$5,625 from the Town Contingency Budget Line to Capital Account 16GB06.

Also requested is authorization for the Purchasing Department to initiate two purchase orders to A+Technology & Security Solutions, INC. for the purchase of these two systems.

Respectfully submitted.