



# City of Oceanside

300 North Coast Highway,  
Oceanside, California 92054

## Staff Report

---

**File #:** 26-1506

**Agenda Date:** 6/17/2026

**Agenda #:** 8.

---

**DATE:** June 17, 2026

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Information Technologies Department

**TITLE:** **PURCHASE ORDER TO REPLACE CITY CAMERA STORAGE HARDWARE**

### **RECOMMENDATION**

Staff recommends that the City Council approve a Purchase Order with DiscoverIT in the amount of \$220,235 to replace hardware that stores and configures video for various security cameras throughout the City; approve the purchase as a sole source procurement; appropriate \$163,091 from the Information Services Reserve fund; and authorize the Finance Director or their designee to execute the purchase order.

### **BACKGROUND AND ANALYSIS**

The City's Information Technologies Department maintains the hardware and related storage for the security cameras located at various City facilities. Ensuring the preservation of recorded data is critical to ensuring the safety of staff and residents, assists OPD in conducting criminal investigations, ensures transparency by keeping a record of recorded data, and maintains compliance with California video recording retention law (GOV 34090.6). A Network Video Recorder, or NVR, contains racks of high-capacity physical hard drives used for storage, and the hard drives and racks eventually need to be replaced as they age or become inefficient over time.

The City obtained a quote from DiscoverIT to replace four aging NVRs throughout the City, as well as add a piece of hardware called a Command Connector that will assist in integrating the existing devices of various brands that are currently in use. The City has routinely used DiscoverIT as a sole source vendor when implementing or replacing cameras and NVRs throughout the City. DiscoverIT has staff that have in-depth knowledge of the City facilities that use camera systems and provide a great value for the City for adding or replacing cameras.

Staff is also requesting retroactive approval for two combined purchases from DiscoverIT in the third quarter of FY25-26 that exceeded the \$100,000 threshold for administrative approval. Two separate purchase orders were created, one for \$79,832 to replace a failing NVR at OPD, and another several months later for \$40,045 for security cameras at Mance Buchanan Park. Because the total amount of these purchase orders exceed \$100,000, City Council approval is needed.

### **FISCAL IMPACT**

The total cost of the four NVRs is \$163,091 and will be charged to the IT Building Controls account 155159841.5706. Staff is requesting the use of hardware reserves in the amount of \$163,091 for this purchase. Information Services Hardware Replacement Reserve Fund 841.3100.0165 has an available balance of \$1.6 Million; therefore, sufficient funds are available. The Command Connector has a cost of \$57,144 and will be paid for out of accounts 500517101.5330 & 500516101.5355.0009, which both have sufficient funds to cover the cost.

City Security Hardware Replacements			
Details	Amount	Available Balance	Account
Location 1	\$ 57,291		
Location 2	\$ 33,346		
Location 3	\$ 36,227		
Location 4	\$ 36,227		
Command Connector	\$ 57,144		
<b>Total</b>	<b>\$ 220,235</b>		
	<b>\$ 163,091</b>	<b>\$ 1,645,583</b>	<b>1841.3100.0165</b>
	<b>\$ 10,301</b>	<b>\$ 123,660</b>	<b>500517101.5330</b>
	<b>\$ 46,843</b>	<b>\$ 148,785</b>	<b>500516101.5355.0009</b>

**COMMISSION OR COMMITTEE REPORT**

Does not apply.

**CITY ATTORNEY’S ANALYSIS**

Not applicable.

Prepared by: Chris Freeman, Information Technologies Procurement Analyst  
 Reviewed by: Rob O’Brien, Deputy City Manager  
 Submitted by: Jonathan Borrego, City Manager

**ATTACHMENTS:**

1. Quote
2. Sole Source Justification
3. DiscoverIT Solutions Inc
4. DiscoverIT Mance Buchanon