



DEPARTMENT OF
**INFORMATION
TECHNOLOGY**

CITY OF APPLETON
Department of Information Technology

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To: HR/IT Committee, Common Council
From: Corey Popp, Information Technology Director
Date: January 14, 2026
Re: Request to Sole Source Emergency Notification System for \$30,000

I am seeking approval to purchase and implement the Centurion Elite emergency response system from Response Technologies, at a quoted cost of \$25,695.14. I am requesting a 15% contingency (\$3,900) to accommodate potential adjustments related to labor, installation, or procurement fluctuations, resulting in a total not-to-exceed amount of \$30,000.

This capital improvement project was adopted by the Common Council as part of the Information Technology budget in the 2026 City of Appleton budget, with \$35,000 specifically allocated for this project.

The system will be purchased through Nielson Communications, Inc. (NCI), the designated Fox Valley partner of Response Technologies and the same installer used during the Appleton Public Library's successful implementation of the identical solution.

If you have any questions regarding this request, please feel free to contact me at 920-832-5892 or corey.popp@appletonwi.gov. Thank you for your consideration.

System Overview

The Centurion Elite system is designed to enhance emergency responsiveness at City Hall by transmitting alerts directly to the Appleton Police Department's two-way radios when a public-facing employee activates a duress button. This real-time notification enables immediate police response, significantly improving the City's public safety posture.

This recommendation follows a product demonstration and consultation with the Appleton Police Department's Crime Prevention Officer and the City's Risk Manager.

Justification for Sole Sourcing

I am requesting that this project be sole sourced to NCI. Sole sourcing is warranted based on:

- A direct referral to NCI by Response Technologies as their authorized Fox Valley partner
- Their familiarity with both the product and its deployment at the Appleton Public Library
- The technical integration necessary with the Appleton Police Department's radio system

Attachments

1. Vendor Quote from NCI
2. Sole Source Approval from Purchasing Manager