



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

EXECUTIVE SUMMARY

TO: Community Redevelopment Agency

FROM: Karen Olson, Deputy Port & Marine Services Director

DATE: May 27, 2015

RE: **Awarding RFP #05-015 KWHS CCTV Surveillance System to Bazon-Cox & Associates, Inc.**

ACTION STATEMENT:

Approving sole responsive proposer, Bazon-Cox & Associates, Inc., for the Key West Historic Seaport (KWHS) CCTV Surveillance System and authorize the City Manager to execute the contract in the amount of \$153,637.97 and approval of a 10% allowance. And authorizing the necessary budget transfers.

BACKGROUND:

The existing analog security system was installed in 2004 in response to heightened security concerns after 9/11. A total of 32 cameras were installed at the Ferry Terminal and KWHS Common Areas using coaxial cable. The cabling is in poor condition and the analog technology is outdated. The Ferry Terminals system has been non-functional for several months now.

The proposed system will be new IP technology with high resolution viewing. Allow for longer video storage and is equipped with back up storage capabilities. Internet access to view cameras remotely using handheld devices or from other desktops within the City's network will be available. The addition of Pan Tilt Zoom cameras will allow versatility in coverage and longer range of coverage for selected areas throughout the Seaport. Fixed monitoring stations will be installed in the Dockmaster's Office and the Seaports Administrative Office.

The Bight Board approved this item during their May 13, 2015 meeting.

PURPOSE AND JUSTIFICATION:

The Historic Seaport issued RFP #05-015 for the design and installation of a CCTV Surveillance System for the Seaport Common Areas and Ferry Terminal Building and Grounds. Proposals were received on April 8, 2015 from two vendors.

Key to the Caribbean – Average yearly temperature 77° F.

Bazon-Cox & Associates, Inc.
\$117,692.72 – KWHS Common Areas
\$ 35,945.25 – Ferry Terminal
\$153,637.97

Integrated Fire & Security Solutions, Inc. (IFFS)
\$105,038.14 – KWHS Common Areas
\$ 23,503.00 – Ferry Terminal
\$128,541.14 – NON-RESPONSIVE

Seaport staff contacted, in writing, both vendors for clarification of their submittals to assure they were responsive to the RFP. IFFS was found to be non-responsive due to the omission of three required CCTV coverage areas within the KWHS Common Area to reduce costs. The omitted areas are Lazy Way Lane, Harborwalk Bathhouse and Margaret Street gravel parking lot.

OPTIONS:

Option #1 Approve sole responsive proposer, Bazon-Cox & Associates, Inc., for the Key West Historic Seaport (KWHS) CCTV Surveillance System and authorize the City Manager to execute the contract in the amount of \$153,637.97 and approval of a 10% allowance.

Option #2 Do not approve sole responsive proposer, Bazon-Cox & Associates, Inc., for the Key West Historic Seaport (KWHS) CCTV Surveillance System.

Financial Issues

The Seaport budgeted for the KWHS Common Area portion of this project in account 405-7504-575-6400 (KB1403) in the amount of \$78,485. Budget transfers from account 405-7504-575-6400 (KB1304 - Lighting) in the amount of \$30,000 and account 405-7505-575-6400 (KB1304 - Lighting) in the amount \$9,207.72 for a total project (KB1403) of \$117,692.72

The Seaport budgeted for the Ferry Terminal portion of this project in account 405-7506-575-6400 in the amount of \$28,700. A budget transfer from account 405-7506-575-3400 (Landscaping Services) in the amount of \$7,245.25 for a total amount of \$35,945.25.

Upon approval, a purchase order will be issued to Bazon-Cox & Associates, Inc. in the total combined amount of \$153,637.97.

Recommendation

Staff recommends option #1, Approve sole responsive proposer, Bazon-Cox & Associates, Inc., for the Key West Historic Seaport (KWHS) CCTV Surveillance System and authorize the City Manager to execute the contract in the amount of \$153,637.97 and approval of a 10% allowance.