



## 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:** December 9, 2015

**RE:** **Approving Change Order #1 for the Key West Historic Seaport CCTV Surveillance System Project KB1403**

**ACTION STATEMENT:**

Approving Change Order #1 to Bazon-Cox & Associates, Inc. for the Key West Historic Seaport (KWHS) CCTV Surveillance System Project KB1403 in the amount of \$8,333 and authorizing the necessary budget transfer.

**BACKGROUND:**

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. Resolution #15-217 awarded the contract to Bazon-Cox & Associates, Inc. in the amount of \$153,637 along with a 10% allowance.

Work Change Directive #1 was issued adding additional cameras for greater coverage, an additional monitor at the main office and a wireless survey to inform us of any interference we may encounter. These additional items utilized the approved 10% allowance.

**PURPOSE AND JUSTIFICATION:**

During the course of the installation it was determined that Comcast Internet could not provide the bandwidth to transmit the video at the required quality or quantity from the Ferry Terminal surveillance system. Adding an additional wireless network link and an additional network switch will give Seaport staff full viewing coverage of the Ferry Terminal from both the dockmaster office and the main office located at 201 William Street. Bazon-Cox, Inc. has provided a proposal in the amount of \$6,080 to complete this work.

Also, a proposal in the amount of \$2,253 was received to upgrade an existing fixed camera to a 5 megapixel fisheye camera. The existing fixed camera is

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

mounted on the NE corner of the Waterfront Brewery waterside overhang with a single direction view. The fisheye camera will allow four frames of viewing providing coverage down both directions of the Harborwalk, the loading dock and the charter boats along the seawall.

**OPTIONS:**

**Option #1** Approve Change Order #1 to Bazon-Cox & Associates, Inc. for the Key West Historic Seaport (KWHS) CCTV Surveillance System Project in the amount of \$8,333 and authorizing the necessary budget transfer.

**Option #2** Do not approve Change Order #1 to Bazon-Cox & Associates, Inc. for the Key West Historic Seaport (KWHS) CCTV Surveillance System Project.

**Financial Issues**

Upon approval, a budget transfer from the Key West Bight Reserve Fund to account 405-7504-575-6400 (KB1403) in the amount of \$8,333 and Change Order #1 will be issued.

**Recommendation**

Staff recommends option #1, approve Change Order #1 to Bazon-Cox & Associates, Inc. for the Key West Historic Seaport (KWHS) CCTV Surveillance System Project in the amount of \$8,333 and authorizing the necessary budget transfer.