



PURCHASING ORDINANCE EXCEPTION RECORD

Department PORT & MARINE SERVICES
 Requisition PR015004
 Item CITY MARINA ACCESS CONTROL SYTEM@BATH HOUSES
 Vendor V0011555 MINUTEMAN SECURITY TECHNOLOGIES
 Cost \$58,283.54

When a department is seeking an exemption form the competitive requirements of small purchases (commodities and/or contractual services where the value is \$50,000 or less), such purchase may be made upon completion by the department of the Purchase Ordinance Exception Record, pursuant to City of Key West Code of Ordinance Section 2-797 Exemptions.

- Sole Source Procurement (CKW 2-797) (1)
- Emergency Procurement (CKW 2-797) (2)
- Purchases & Acquisitions under Federal/State/Local Govt. (CKW 2-797) (3)
- Exempt Contractual Services (CKW 2-797) (4)(b)

Other:
 With ACM approval, staff made an emergency Procurement for replacement of the City Marina's failed access control system(see attached).

AUTHORIZATIONS

Department Director		Date	<u>1-25-21</u>
Purchasing	_____	Date	_____
Finance Director		Date	<u>1.25.21</u>
Asst City Manager		Date	<u>1-26-21</u>
City Manager		Date	<u>1-27-21</u>



We have prepared a quote for you

**Dinghy Dock Bathhouse/Docks Access Control
Upgrade**

Quote # 007452
Version 2

Prepared for:

City of Key West

Doug Bradshaw
dbradshaw@cityofkeywest-fl.gov

Equipment

Qty	Manufacturer	Model	Description
1	Software House	USTAR-GCM	Istar Ultra Gcm Board
2	Software House	USTAR-ACM	Istar Ultra AcM Board Supports Up To 8 Readers
1	Life Safety Power	FPO150/250-2C82D8E8S	Access Control Power System, Flexpower, 16 Door
9	MST	misc-s	40KTKS-00-000000 Hid Signo 40k Card Reader/Keypad Access Device
2	Ubiquiti	NBE-5AC-16(US)	Nanobeam Airmax Ac Cpe, 5Ghz Radio, 16DbI, Gigab
1	MST	misc-s	Misc Security Installation Materials

Scope of Work

MST will update the system at Dinghy Dock Bathhouse/Docks.

MST will install new wiring, readers and panels. Reuse the existing locking hardware. If hardware needs to be replaced this can be done at an additional cost.

MST will program into the New SiteServer at the Dockmasters Building.

5910 Benjamin Center
Suite 120
Tampa, Florida 33634
<https://www.minutemanst.com>
(813) 618-5888



Dinghy Dock Bathhouse/Docks Access Control Upgrade

Prepared by:

Florida Office

Josh Scholl
813-618-5888
Fax (813) 618-5888
jscholl@minutemanst.com

Prepared for:

City of Key West

201 William St
Key West, FL 33040
Doug Bradshaw

dbradshaw@cityofkeywest-fl.gov

Quote Information:

Quote #: 007452

Version: 2

Delivery Date: 01/21/2021

Expiration Date: 02/18/2021

Quote Summary

Description	Amount
Equipment	\$13,561.20
Cabling & Infrastructure	\$1,960.00
Installation Supplies & Materials	\$2,402.52
Labor	\$8,352.00

Subtotal: \$26,275.72

Shipping: \$449.12

Total: \$26,724.84

Taxes, shipping, handling and other fees may apply. The included taxes, shipping, and handling on this proposal are estimates only and subject to change if actual costs differ. We reserve the right to cancel orders arising from pricing or other errors.

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 **Sales Agreement T&C's**



We have prepared a quote for you

**Liveboard Bathhouse/Dockmaster Access Control
Upgrade**

Quote # 006883
Version 3

Prepared for:

City of Key West

Doug Bradshaw
dbradshaw@cityofkeywest-fl.gov

Equipment

Qty	Manufacturer	Model	Description
1	Software House	USTAR-GCM	Istar Ultra Gcm Board
1	Software House	USTAR-ACM	Istar Ultra AcM Board Supports Up To 8 Readers
1	Life Safety Power	FPO150/250-2C82D8E8S	Access Control Power System, Flexpower, 16 Door
1	Life Safety	FPO75/150-C8D8E4S	8 Door Software House Pro Specific, 12V & 24V,
1	Life Safety	FPO75/150-C4D8PE2	Flexpower, 4 Lock, 8 Auxillary Outputs, Class 2
1	Software House	ESTAR004-RM	Istar Edge 4-Reader, Supports Four Readers, With
1	HES	1006CLB-12/24D-630	1006 Electric Strike 630 With 3 Opt. Plates
1	MST	MISC-S	Lock allowance
8	MST	MISC-S	40KTKS-00-000000 Hid Signo 40k Card Reader/Keypad Access Device
1	Minuteman	MISC-SKY	Misc Security Installation Materials
2	Ubiquiti	NBE-5AC-16(US)	Nanobeam Airmax Ac Cpe, 5Ghz Radio, 16DbI, Gigab

Scope of Work

MST will update the systems at Liveaboard Bathhouse and Dockmaster

The Bathhouse will have 5 doors with new panel, wire and readers.

The Dockmaster will have 3 doors with new panel and wiring. The gate and the Maintenance Shop will get new hardware and the other door will use existing hardware. If this needs to be replaced it will be an additional cost.

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Tampa, Florida 33634
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(813) 618-5888



Liveboard Bathhouse/Dockmaster Access Control Upgrade

Prepared by:

Florida Office

Josh Scholl
813-618-5888
Fax (813) 618-5888
jscholl@minutemanst.com

Prepared for:

City of Key West

201 William St
Key West, FL 33040
Doug Bradshaw

dbradshaw@cityofkeywest-fl.gov

Quote Information:

Quote #: 006883

Version: 3

Delivery Date: 01/23/2021

Expiration Date: 02/28/2021

Quote Summary

Description	Amount
Equipment	\$16,501.68
Cabling & Infrastructure	\$1,470.00
Installation Supplies & Materials	\$2,250.89
Labor	\$10,800.00

Subtotal: \$31,022.57

Shipping: \$536.13

Total: \$31,558.70

Taxes, shipping, handling and other fees may apply. The included taxes, shipping, and handling on this proposal are estimates only and subject to change if actual costs differ. We reserve the right to cancel orders arising from pricing or other errors.

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Tampa, Florida 33634
<https://www.minutemanst.com>
(813) 618-5888



 **Sales Agreement T&C's**

Karen Olson

From: Patti McLauchlin
Sent: Saturday, January 23, 2021 4:23 PM
To: Karen Olson
Subject: Re: KWB Access Control Cost

i am
i did ask David to make sure he was involved and that the equipment was able to Interstate with city hall
david and Karen discussed

Patti mcl

On Jan 23, 2021, at 3:41 PM, Karen Olson <kolson@cityofkeywest-fl.gov> wrote:

Patti -

Just to verify you are in agreement with moving forward with this emergency procurement for the City Marina access control system.

Thanks

Sent from my iPhone

On Jan 22, 2021, at 8:37 AM, Mark Finigan <mfinigan@cityofkeywest-fl.gov> wrote:

Proceed from the procurement standpoint.

Mark

From: Karen Olson <kolson@cityofkeywest-fl.gov>
Sent: Thursday, January 21, 2021 7:44 PM
To: Mark Finigan <mfinigan@cityofkeywest-fl.gov>
Cc: Doug Bradshaw <dbradshaw@cityofkeywest-fl.gov>; Patti McLauchlin <pmclauchlin@cityofkeywest-fl.gov>
Subject: Re: KWB Access Control Cost

Proposed Dinghy Dock Bathhouse System - \$26,724.84

Similar Dinghy Dock Bathhouse System - \$30,197.18

Please let me know how to proceed

Sent from my iPhone

On Jan 21, 2021, at 4:53 PM, Mark Finigan <mfinigan@cityofkeywest-fl.gov> wrote:

Perfect. Thx

From: Karen Olson <kolson@cityofkeywest-fl.gov>
Sent: Thursday, January 21, 2021 4:46 PM
To: Mark Finigan <mfinigan@cityofkeywest-fl.gov>
Cc: Doug Bradshaw <dbradshaw@cityofkeywest-fl.gov>; Patti McLaughlin <pmclauchlin@cityofkeywest-fl.gov>
Subject: RE: KWB Access Control Cost

Yes, there is comparable system – LENEL

With the quoted system we will have the ability to integrate with City Hall. Which will be good if we move forward with an in-house position to maintain all of the City's CCTV and Access Control systems.

LENEL would be harder to integrate with City Hall and would add another system to understand/ learn. LENEL is also slightly more expensive than the system proposed for smaller projects like we are doing at Key West Bight and City Marina.

I should have some numbers for comparison shortly.

Karen Olson
Deputy Director
Port & Marine Services
(305)809-3803

From: Mark Finigan <mfinigan@cityofkeywest-fl.gov>
Sent: Thursday, January 21, 2021 4:22 PM
To: Karen Olson <kolson@cityofkeywest-fl.gov>
Cc: Doug Bradshaw <dbradshaw@cityofkeywest-fl.gov>; Patti McLaughlin <pmclauchlin@cityofkeywest-fl.gov>
Subject: RE: KWB Access Control Cost

I was thinking another system with comparable specs.

From: Karen Olson <kolson@cityofkeywest-fl.gov>
Sent: Thursday, January 21, 2021 4:11 PM
To: Mark Finigan <mfinigan@cityofkeywest-fl.gov>
Cc: Doug Bradshaw <dbradshaw@cityofkeywest-fl.gov>; Patti

McLauchlin <pmclauchlin@cityofkeywest-fl.gov>

Subject: RE: KWB Access Control Cost

It is the same system that is installed at City Hall.

Can we proceed?

Karen Olson

Deputy Director
Port & Marine Services
(305)809-3803

From: Mark Finigan <mfinigan@cityofkeywest-fl.gov>

Sent: Thursday, January 21, 2021 4:07 PM

To: Karen Olson <kolson@cityofkeywest-fl.gov>

Cc: Doug Bradshaw <dbradshaw@cityofkeywest-fl.gov>; Patti

McLauchlin <pmclauchlin@cityofkeywest-fl.gov>

Subject: RE: KWB Access Control Cost

Is there a comparable system which we can refer to in the Exec Summary that will at a minimum provide the CC some measure of assurance that the price we paid without competition was fair and reasonable. Going to the CC with that kind of data I believe only strengthens the declaration.

Mark

From: Karen Olson <kolson@cityofkeywest-fl.gov>

Sent: Thursday, January 21, 2021 3:58 PM

To: Patti McLauchlin <pmclauchlin@cityofkeywest-fl.gov>; Mark Finigan <mfinigan@cityofkeywest-fl.gov>

Cc: Doug Bradshaw <dbradshaw@cityofkeywest-fl.gov>

Subject: RE: KWB Access Control Cost

Patti/ Mark –

Below is the cost for the access control system at City Marina. We would like to proceed as an emergency procurement as we did with the Key West Bight. We will immediately follow up with an after-the-fact procurement approval through the City Commission. This will require a budget transfer from the City Marina's reserve account. Can we proceed?

Dinghy Dock Bathhouse - \$26,724.84

Dockmaster & LAB Bathhouse - \$31,558.70

Total Cost for City Marina \$58,283.54

Karen Olson
Deputy Director
Port & Marine Services
(305)809-3803

From: Patti McLauchlin <pmclauchlin@cityofkeywest-fl.gov>
Sent: Thursday, January 14, 2021 12:05 PM
To: Doug Bradshaw <dbradshaw@cityofkeywest-fl.gov>; Mark Finigan <mfinigan@cityofkeywest-fl.gov>
Cc: Karen Olson <kolson@cityofkeywest-fl.gov>
Subject: RE: KWB Access Control Cost

Proceed per our discussion yesterday!

Patti McLauchlin
Assistant City Manager, City of Key West
305-809-3944

From: Doug Bradshaw <dbradshaw@cityofkeywest-fl.gov>
Sent: Thursday, January 14, 2021 12:04 PM
To: Mark Finigan <mfinigan@cityofkeywest-fl.gov>; Patti McLauchlin <pmclauchlin@cityofkeywest-fl.gov>
Cc: Karen Olson <kolson@cityofkeywest-fl.gov>
Subject: KWB Access Control Cost
Importance: High

Patti/Mark,

As discussed our access control systems at both marinas are completely down both because of software that cannot be fixed and hardware that is either old and can't be upgraded (truportal is out of business) or the need to add automation to manual push bars in order for access control to be installed. Basically we are having to completely start over at both marinas which was not expected this budget year. Not having access control to our facilities (bathroom/showers/laundry) allows them to become a free for all which is never good. Karen and I have worked diligently to come up with a system that we believe will fit our needs, is upgradeable, and the manufactures that supply the parts will be around for a while. We have a handle on the costs and system that needs to be installed at KWB. We are working on City Marina at Garrison Bight which will be significantly higher than KWB because of the number of doors and facilities. We consider this an emergency and are asking that we move this forward as expeditiously as possible per Section 2-797(2): *Emergency procurement*. The city manager may make emergency procurement of commoditieswhen there exists a clear and present threat to public health, property, welfare, safety.....

For KWB we believe the cost will breakdown as follows:

Equipment: \$15,000
Materials for installations: \$2,100
Labor: \$9,000

Total estimated cost is \$26,100

We are working with Sanibel Glass and Mirror and Minutemen Security Technologies. They both are willing to order parts and schedule installation without the benefit of a purchase order if need be.

Thanks,

Doug Bradshaw
Port and Marine Services Director
201 William St
Key West, FL
305-809-3792