



**ACTION SHEET  
CITY COUNCIL COMMITTEE MEETING OF 05/13/15  
ITEM FROM FINANCE COMMITTEE MEETING OF 05/04/15**

**ISSUE:**

12. Request for Approval of Amendment No. 4 to Professional Services Agreement – City Video Surveillance Project - Final Park Sites; Chavez Security, Inc. (Renee Martinez)

**FINANCE COMMITTEE ACTION: APPROVED AS DISCUSSION ITEM**

Requested approval of amendment no. 4 to professional services agreement for City video surveillance project – final Park sites with Chavez Security, Inc.

**FUNDING SOURCE: 423055.570800**

**SPECIAL CONDITIONS OR AMENDMENTS**

**STAFF FOLLOW-UP:**

<b>VOTE</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
COUNCILOR TRUJILLO	X		
COUNCILOR RIVERA	X		
COUNCILOR LINDELL		X	
COUNCILOR MAESTAS	X		
CHAIRPERSON DOMINGUEZ			

4-13-15

# City of Santa Fe, New Mexico

# memo

**DATE:** April 17, 2015

**TO:** Finance Committee

**FROM:** Renéc Martínez - ITT Department Director *RW* Renee Martinez  
Richard Thompson - Parks, Trails and Open Space Division Director

**ISSUE:** City Video Surveillance Project – Approval of Final Sites

**BACKGROUND:**

On July 25, 2012 the City Council approved the deployment of video surveillance cameras at seven (7) parking facilities and twelve (12) parks/trailheads. The approved project consisted of thirty-eight (38) total cameras.

On March 15, 2013, Chavez Security, Inc. (CSI) submitted the winning bid in the amount of \$289,177.52. The City Council subsequently approved the bid on April 24, 2013, in the amount of \$253,717.52 (plus \$17,500 contingency). The City signed the Professional Services Agreement on April 29, 2013 (**PSA Attachment**).

Chavez Security has completed the installation of cameras ~~is~~ several locations (**Site Summary Attachment**). The remaining amount on the contact is \$35,965.

The City Manager requested the ITT Department to work with the Parks Division to recommend sites to install video surveillance capabilities based on crime and complaint data. This analysis has been completed and a new proposal has been received (**Proposal Attachment**).

**BUDGET:** BUSINESS UNIT 423055, ACCOUNT 570800

**ACTION:**

REQUEST APPROVAL ON CONTRACT AMENDMENT TO INSTALL VIDEO CAMERAS AT PARK SITES BASED ON NEEDS AND CLOSE WORK ON THE TO PROFESSIONAL SERVICES AGREEMENT WITH CHAVEZ SECURITY, INC.

## CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: Chavez Security Inc

Procurement Title: Video Surveillance Project

Solicitation RFP/RFB#: RFP 13/10/B Amendment

Other Methods: State Price Agreement  *Cooperative*  *Sole Source*  *Exempt*  *Other*

Department Requesting/Staff Member ITT Renee Martinez Department Director

**Procurement Requirements:**

*A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids and proposals; all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the procurement officer, setting forth the reasoning for the contract award decision before submitting to the Committees.*

**SOLICITATION\***

- | YES                                 | N/A                                 |  |
|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Project Beginning History (Council requests etc)                             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Budget Determination (FIR) attach  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Solicitation document (RFP, IFB);  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Screen print of legal solicitation published in newspapers, web sites, etc.; |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Screen print of addendum(s) published on the IPB/RFP;                        |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Pre-Bid/Pre-Offer Conference attendance sheet and other documents            |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | If canceled, screen print of cancellation of solicitation notice             |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Other: on file purchasing _____  |

**EVALUATION\***

- | YES                                 | N/A                                 |   |
|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Blank evaluation form   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Evaluator's names and profiles  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Evaluation procedures or evaluation instructions  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Conflict/Confidentiality Forms signed by all Evaluators, Technical Advisors, Reviewers, and any person who assists in regard to the bid/proposal, evaluation and/or award |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Bid or Offer opening sheet(s) (If RFP, then two offer opening sheets, one for technical and one for cost)   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Screen print of Bidder/Offeror's detailed information   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Responsiveness review sheet or other sheet documenting responsiveness for each Bidder/Offeror, attach requests for additional information to cure items                   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Non-Responsive/Non-Responsibility Form and correspondence or letters from Department to vendor regarding disqualifications  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Oral presentations (sign-in sheets, presentation materials, etc.)   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Documentation sent to Bidders/Offerors and responses received regarding clarifications, decisions, negotiations, and/or best and final offers, etc.                       |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Reference Reviews/Reference Check Questionnaires  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Individual evaluations included for each RFP.   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Pricing evaluation  |

Final overall evaluation matrix or summary of evaluator scores  
  Other: on file purchasing office \_\_\_\_\_

**AWARD\***

YES N/A

Fully executed Memo to Committees from the Department with recommendation of award  
  Winning proposal (this is a copy that has all confidential/proprietary information excluded)  
  Screen print of Contract Award Notice  
  Screen print of Award Notice published on agency website  
  Email or notification sent to all Bidders/Offerors that award was made  
  Waiver or "No Action Taken" from Procurement Office  
  Correspondence with Procurement Office regarding waiver  
  If IFB and not awarded to lowest responsive, responsible bidder; written explanation  
  Other: \_\_\_\_\_

**DISCLOSURES**

YES N/A

**Contractor Disclosures & Conflicts of Interest**  
 Disclosures & Conflicts of Interest Form(s) (winning bidder(s)/offeror(s))  
**Contractor –Conflicts of Interest**  
  Purchasing Office Letter or e-mail to designated individual regarding potential conflict  
  Conflict of Interest Form signed by all parties  
  Letter from Procurement Office regarding the potential conflict  
**Subcontractor Disclosures**  
  Disclosures & Conflicts of Interest form of Subcontractor(s)  
**Subcontractor –Conflicts of Interest**  
  Purchasing Officer Letter or email to designated individual regarding potential conflict  
  Conflict of Interest form signed by all parties  
  Letter from Legal Office regarding the potential conflict  
  Other: \_\_\_\_\_

**CONTRACT**

YES N/A

Copy of Executed Contract  
  Copy of all documentation presented to the Committees  
  Finalized Council Committee Minutes  
  Other: \_\_\_\_\_

**MISCELLANEOUS FILE\***

YES N/A

Local Preference Form  
  New Mexico Residence Form  
  Veterans Exemption  
  Sole Source determination form approved by Procurement Officer  
  Exempt determination memo approved by Procurement Officer  
  Other: \_\_\_\_\_

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

**PROTEST (If applicable)\***

YES      N/A

- Documentation from protester filed with the Purchasing Office
- Letter from Department to Purchasing Office Providing response to protest
- Letter from Purchasing Officer to protester and Department on final outcome
- Other: \_\_\_\_\_

**Create a separate file folder which may contain any documents with trade secrets or other competitively sensitive, confidential or proprietary information.**

YES      N/A

- Original bid(s) or proposal(s) with no redactions.
- Documentation exempt - Proprietary, Confidential, Competitively Sensitive, or Trade Secret (i.e. e-mails, proposals, letters)

Renee Martinec      IIT Director  
Department Rep Printed Name and Title

Renee Martinec  
Department Rep Signature attesting that all information included

[Signature]      Purchasing Officer  
Purchasing Officer attesting that all information is reviewed

**CITY OF SANTA FE  
AMENDMENT No. 4 TO  
PROFESSIONAL SERVICES AGREEMENT #13-0283**

AMENDMENT No. 4 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT #13-0283, dated April 29, 2013 (the "Agreement"), between the City of Santa Fe (the "City") and Chavez Security, Inc. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

**RECITALS**

A. Under the terms of the Agreement, Contractor has agreed to provide video surveillance systems and services to the City.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES:

Article 1 of the Agreement is amended to add Exhibit "A-6" which is attached hereto and incorporated herein.

2. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 4 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

CONTRACTOR:  
CHAVEZ SECURITY, INC.

\_\_\_\_\_  
JAVIER M. GONZALES, MAYOR

\_\_\_\_\_  
NAME & TITLE

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
KELLEY A. BRENNAN, CITY ATTORNEY

APPROVED:

\_\_\_\_\_  
OSCAR RODRIGUEZ, FINANCE DIRECTOR

423055/570800  
Business Unit/Line Item

## Exhibit A-6

The Contractor will remove the following park sites from the project implementation schedule:

- Atalaya at St. John's (5 cameras)
- Jaguar Drive (1 camera)
- Los Montoyas Unity Church (1 camera)
- Patrick Smith Park (2 cameras)
- Powerline Road (1 camera), and Zia (1 camera).

The Contractor shall install video surveillance equipment at the following park sites per their proposal dated March 5, 2015:

- Sierra Del Norte-Dale Bale (2 cameras)
- MRC (4 cameras),
- Ortiz Park (2 cameras)
- W. De Vargas Park (3 cameras)
- Cathedral Park (2 cameras)
- Frency's Park (4 cameras)

The Contractor shall provide outdoor cameras as per specifications, poles with mountings, pendants, local video storage equipment for historical data retention, and perform electrical work once power is available.

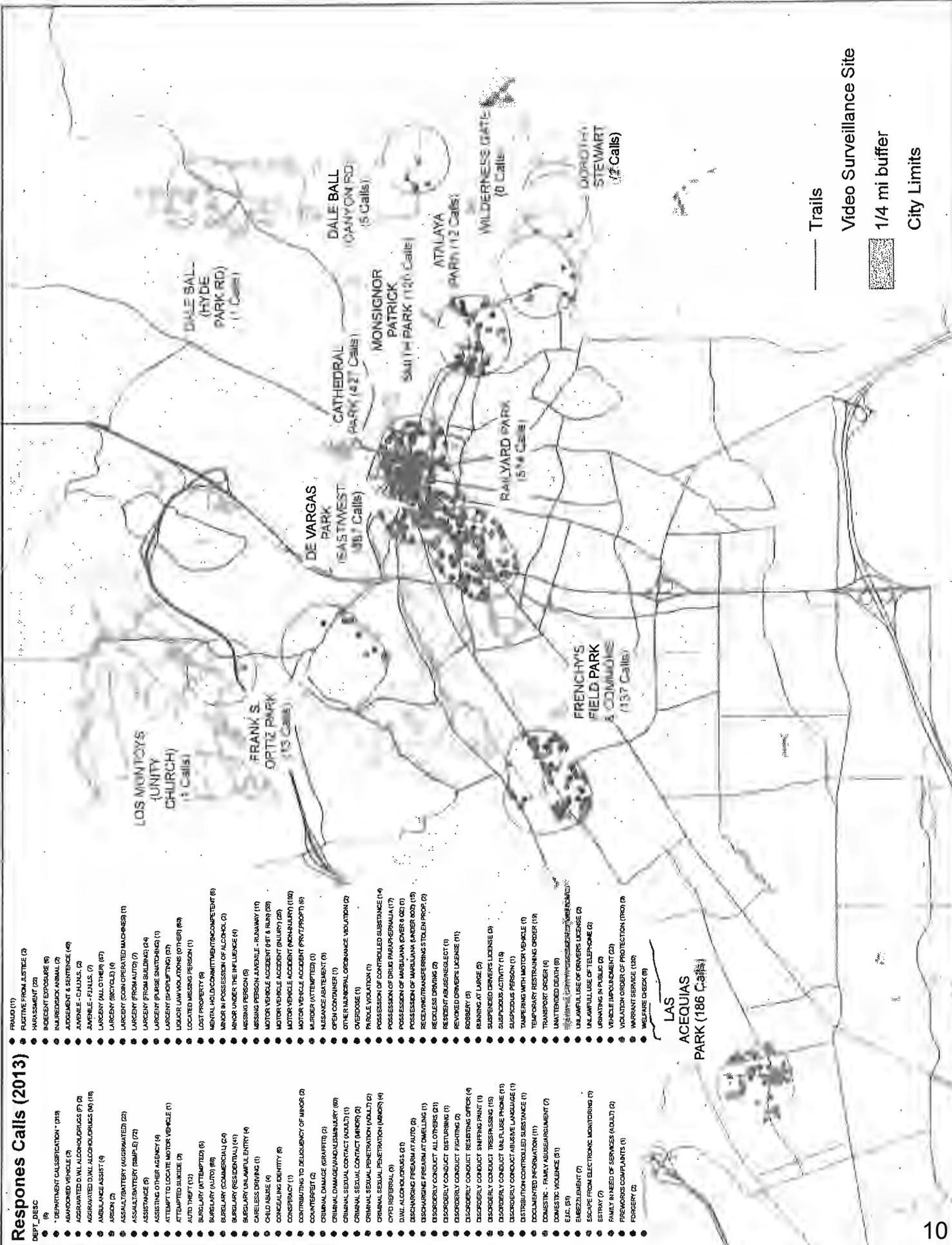
VIDEO SURVEILLANCE SITE SUMMARY (March 2015)

Site	Cameras	View	Count	Access	No	Yes
CENTRAL SERVER ROOM	✓	✓	N/A	✓	No	
PARKING - CATHEDRAL (ALAMEDA LOT 9)	✓	✓	1	✓	No	
PARKING - CATHEDRAL (LOT 5)	✓	✓	1	✓	No	
PARKING - CITY HALL (COUNTING ROOM)	✓	✓	2	✓	No	
PARKING - CONVENTION CENTER	✓	✓	1	✓	No	
PARKING - RAILYARD (PARKING LOT)	✓	✓	2	✓	No	
PARKING - SANDOVAL	✓	✓	7	✓	No	
PARKING - WATER STREET	✓	✓	4	✓	No	
PARKS - LAS ACEQUIAS PARKING LOT	✓	✓	2	✓	No	
PARKS - RAILYARD PARK	✓	✓	2	✓	No	
PARKS - DALE BALL CANYON ROAD	✓	✓	2	✓	No	
PARKS - ATALAYA & ST. JOHN'S	✓	✓	5	✗	Yes	
PARKS - JAGUAR DRIVE	✓	✓	1	✗	Yes	
PARKS - LOS MONTOYAS UNITY CHURCH	✓	✓	1	✗	Yes	
PARKS - PATRICK SMITH PARK	✓	✓	2	✗	Yes	
PARKS - POWERLINE ROAD	✓	✓	1	✗	Yes	
PARKS - ZIA	✓	✓	1	✗	Yes	
PARKS - DOROTHY STEWART	✗	✗	1	✗	Yes	
PARKS - WILDERNESS GATE	✗	✗	1	✗	Yes	
PARKS - DALE BALL HYDE PARK	✗	✗	2	✗	N/A	
MRC	✗	✗	4	✗	N/A	Yes
ORTIZ PARK	✗	✗	2	✗	N/A	Yes
W. DE VARGAS PARK	✗	✗	3	✗	N/A	Yes
CATHEDRAL PARK	✗	✗	2	✗	N/A	Yes
FRENCY'S PARK	✗	✗	4	✗	N/A	Yes

# Responses Calls (2013)

- DEPT\_DESC
- (9)
- DEPARTMENT CALSIFICATION \* (215)
- ABANDONED VEHICLE (5)
- AGGRAVATED BATTERY (1)
- AGGRAVATED DWI ALCOHOL DRUGS (6) (18)
- AMBULANCE ASSIST (9)
- ARSON (2)
- ASSAULT BATTERY (AGGRAVATED) (2)
- ASSAULT BATTERY (SIMPLE) (2)
- ASSISTANCE (6)
- ASSISTING OTHER AGENCY (6)
- ATTEMPT TO LOCATE MOTOR VEHICLE (1)
- ATTEMPTED SUICIDE (6)
- AUTO THEFT (1)
- BABYSIT (1)
- BURGLARY (ATTEMPTED) (6)
- BURGLARY (AUTO) (8)
- BURGLARY COMMERCIAL (4)
- BURGLARY RESIDENTIAL (4)
- BURGLARY UNLAWFUL ENTRY (4)
- CARELESS DRIVING (1)
- CHILD ABUSE (4)
- CONCEALING IDENTITY (6)
- CONSPIRACY (1)
- CONTRIBUTORS TO DELINQUENCY OF MINORS (2)
- COURT REPORT (2)
- CRIMINAL DAMAGE (VANDITTY) (2)
- CRIMINAL DAMAGE (VANDITTY) (8)
- CRIMINAL SEXUAL CONTACT (ADULT) (1)
- CRIMINAL SEXUAL CONTACT (MINOR) (2)
- CRIMINAL SEXUAL PENETRATION (ADULT) (2)
- CRIMINAL SEXUAL PENETRATION (MINORS) (4)
- CRPD REFERRAL (6)
- DUI ALCOHOL DRUGS (2)
- DISCHARGING FIREARM AT AUTO (2)
- DISORDERLY CONDUCT - ALL OTHERS (2)
- DISORDERLY CONDUCT - DISTURBING (1)
- DISORDERLY CONDUCT - FISHING (2)
- DISORDERLY CONDUCT - RESTING OFFICER (4)
- DISORDERLY CONDUCT - SHIFFING PAINT (1)
- DISORDERLY CONDUCT - TRESPASSING (15)
- DISORDERLY CONDUCT - UNLAWFUL USE OF PHONE (1)
- DISORDERLY CONDUCT - ABUSE LANGUAGE (1)
- DISTRIBUTION CONTROLLED SUBSTANCE (1)
- DOCUMENTED INFORMATION (1)
- DOMESTIC - FAMILY ABUSE/ABANDONMENT (2)
- E.I.C. (5)
- ELDER ABUSE (1)
- ESCAPE FROM ELECTRONIC MONITORING (1)
- ESTRAY (7)
- FAMILY IN NEED OF SERVICES (ADULT) (2)
- FIREWORKS COMPLAINTS (1)
- FORGERY (2)
- FRAUD (1)
- FUGITIVE FROM JUSTICE (2)
- HANDSOME (2)
- INDECENT EXPOSURE (6)
- INJURED OR ANIMAL (2)
- JUDGMENT & SENTENCE (6)
- JUVENILE - CHAUNIS (2)
- JUVENILE - FINALS (7)
- LARGEY (ALL OTHER) (6)
- LARGEY (BICYCLE) (4)
- LARGEY (COIN OPERATED MACHINES) (1)
- LARGEY (FROM AUTO) (7)
- LARGEY (FROM BUILDING) (4)
- LARGEY (PURSE SWITCHING) (1)
- LARGEY (SMOKING) (2)
- LIQUOR LAW VIOLATIONS (OTHER) (8)
- LOCATED MISSING PERSON (1)
- LOST PROPERTY (6)
- MENTAL ILL COMMITTMENT/INCOMPETENT (6)
- MINOR IN POSSESSION OF ALCOHOL (2)
- MINOR UNDER THE INFLUENCE (4)
- MISSING PERSON (6)
- MISSING PERSON - RUNAWAY (1)
- MOTOR VEHICLE ACCIDENT (BICYCLE) (2)
- MOTOR VEHICLE ACCIDENT (BULLY) (2)
- MOTOR VEHICLE ACCIDENT (NONBULLY) (13)
- MOTOR VEHICLE ACCIDENT (PROT/PROP) (6)
- MURDER (ATTEMPTED) (1)
- NABUZE (ATTEMPTED) (6)
- OPEN CONTAINER (1)
- OTHER MINOR OFFENSE - VIOLATION (2)
- OVERDOSE (1)
- PAROLE VIOLATION (1)
- POSSESSION OF CONTROLLED SUBSTANCE (1-4)
- POSSESSION OF DRUG PARAPHERNALIA (17)
- POSSESSION OF MARIJUANA OVER 6 OZ (1)
- POSSESSION OF MARIJUANA UNDER 6 OZ (15)
- RECEIVING/TRANSPORTING STOLEN PROP. (2)
- RECKLESS DRIVING (7)
- RECEIVED REUSUBJECT (1)
- REVOKED DRIVERS LICENSE (1)
- ROBBERY (5)
- RAINING AT LARGE (6)
- SUSPENDED DRIVERS LICENSE (6)
- SUSPICIOUS ACTIVITY (1)
- SUSPICIOUS PERSON (1)
- TAMPERING WITH MOTOR VEHICLE (1)
- TEMPORARY RESTRAINING ORDER (1)
- TRANSPORT ORDER (6)
- UNATTENDED DEATH (6)
- UNLAWFUL USE OF DRIVERS LICENSE (2)
- UNLAWFUL USE OF TELEPHONE (2)
- UNLAWFUL USE OF PUBLIC (2)
- VEHICLE IMPOUNDMENT (2)
- VIOLATION ORDER OF PROTECTION (MO) (6)
- WARRANT SERVICE (13)
- WEAPONS CHECK (6)

LAS ACEQUIAS PARK (186 Calls)



Trails  
 Video Surveillance Site  
 1/4 mi buffer  
 City Limits



**City of Santa Fe  
Summary of Contracts, Agreements, & Amendments**

**Section to be completed by department for each contract or contract amendment**

1 **FOR:** ORIGINAL CONTRACT  or CONTRACT AMENDMENT

2 Name of Contractor Chavez Securty, Inc.

3 Complete information requested  Plus GRT  
 Inclusive of GRT

Original Contract Amount: \$253,717.52

Termination Date: June 30, 2017

Approved by Council Date: April 24, 2013

or by City Manager Date: \_\_\_\_\_

**Contract is for:** video surveillance system

Amendment # 4 to the Original Contract# 13-0283

Increase/(Decrease) Amount \$ \_\_\_\_\_

Extend Termination Date to: \_\_\_\_\_

Approved by Council Date: \_\_\_\_\_

or by City Manager Date: \_\_\_\_\_

**Amendment is for:** Amendment is to move video surveillance to sites with higher crime and complaint data.

4 **History of Contract & Amendments:** (option: attach spreadsheet if multiple amendments)  Plus GRT

Inclusive of GRT

Amount \$ 253,717.52 of original Contract# 13-0283 Termination Date: 06/30/2017

Reason: \_\_\_\_\_

Amount \$ 12,928.40 amendment # 1 Termination Date: 06/30/2017

Reason: provide additional equipment at GCCC

Amount \$ 10,480.92 amendment # 2 Termination Date: 06/30/2017

Reason: surveillance at Market Station

Amount \$ 26,400.73 amendment # 3 Termination Date: 06/30/2017

Reason: provide video surveillance at Transit

Total of Original Contract plus all amendments: \$ \$303,527.57



**City of Santa Fe  
Summary of Contracts, Agreements, & Amendments**

**5 Procurement Method of Original Contract:** (complete one of the lines)

RFP# 13/10/B Date: \_\_\_\_\_

RFQ  \_\_\_\_\_ Date: \_\_\_\_\_

Sole Source  \_\_\_\_\_ Date: \_\_\_\_\_

Other \_\_\_\_\_

**6 Procurement History:** PO 13144763  
example: (First year of 4 year contract)

**7 Funding Source:** \_\_\_\_\_ 423055 **BU/Line Item:** \_\_\_\_\_ 570800

**8 Any out-of-the ordinary or unusual issues or concerns:**  
\_\_\_\_\_  
(Memo may be attached to explain detail.)

**9 Staff Contact who completed this form:** Yodel M. Catanach  
Phone # 505-955-5575

**10 Certificate of Insurance attached.** (if original Contract)

**Submit to City Attorney for review/signature**  
**Forward to Finance Director for review/signature**  
**Return to originating Department for Committee(s) review or forward to City Manager for review and approval (depending on dollar level).**

**To be recorded by City Clerk:**

Contract # \_\_\_\_\_

Date of contract Executed (i.e., signed by all parties): \_\_\_\_\_

Note: If further information needs to be included, attach a separate memo.

**Comments:**

ITEM # 15-0241

**CITY OF SANTA FE  
AMENDMENT No. 3 TO  
PROFESSIONAL SERVICES AGREEMENT**

**Item #13-0283**

AMENDMENT No. 3 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated April 29, 2013 (the "Agreement") between the City of Santa Fe (the "City") and Chavez Security, Inc. (the "Contractor"). The effective date of this amendment shall be when signed by the City or the Contractor, whichever occurs last.

**RECITALS**

A. Under the terms of the Agreement, Contractor has agreed to provide video surveillance and storage systems to the City.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement is amended to add Exhibits "A-3," "A-4" and "A-5" which are attached hereto and incorporated herein.

2. COMPENSATION

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of twenty six thousand four hundred dollars and seventy three cents (\$26,400.73) so that Article 3, paragraph A reads in its entirety as follows:

A. The City shall pay to the Contractor in full payment for services rendered, a sum not to exceed three hundred three thousand five hundred twenty seven dollars and fifty seven cents (\$303,527.57) inclusive of applicable gross receipts taxes. Payment shall be made for services actually rendered as described in Exhibits "A-3," "A-4" and "A-5" attached hereto.

3. AGREEMENT IN FULL FORCE

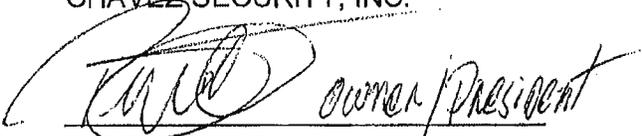
Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 3 to the Agreement as of the dates set forth below.

CITY OF SANTA FE:

CONTRACTOR:  
CHAVEZ SECURITY, INC.

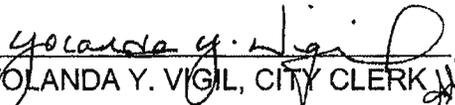
  
BRIAN K. SNYDER, CITY MANAGER

  
NAME & TITLE

Date: 03/30/2015

Date: 04/02/2015

ATTEST:

  
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

 2/23/15  
KELLEY A. BRENNAN, CITY ATTORNEY

APPROVED:

  
OSCAR RODRIGUEZ, FINANCE DIRECTOR

52401.510340  
Business Unit/Line Item



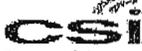
**City of Santa Fe Transit Division  
Surveillance Cameras / QUOTE  
May 13, 2014**

**TO: Ken Smithson**  
 Director of Operations & Maintenance  
 City of Santa Fe – Transit Division  
 (505) 955-2223  
[kesmithson@ci.santa-fe.nm.us](mailto:kesmithson@ci.santa-fe.nm.us)

*This quote is based on the CSI "Security Camera Surveillance System Analysis" document which you have viewed and approved.*

(14) Out-Door Cameras @ \$1,104.00	= \$15,456.00
(9) In-Door infrared 3.0 Cameras @ \$448.00	= \$ 4,032.00
(3) Pendants @ \$102.70	= \$ 308.10
(1) 32 Channel NVR	= \$ 2,510.20
(1) Enterprise Hard Drive 6TB	= \$ 898.79
(1) 4 Port POE Switch	= \$ 165.17
(2) Point to Point Wireless WAP @\$137.13	= \$ 274.06
Cat 6 cable	= \$ 568.68
Sundries	= \$ 500.00
Labor	= \$ 1,560.00
GRT on labor only	= \$ 127.73
<b>Approximate Cost</b>	<b>= \$26,400.73</b>

Thank You, Peso

 **CSI** CHAVEZ SECURITY INC  
*Peso Chavez*  
 Peso Chavez-Owner/President  
 1925 Aspen Dr. Suite 703  
 Santa Fe, NM 87505  
 505.988.2663 W | 505.670.0999 C  
[peso@chavezsecurity.com](mailto:peso@chavezsecurity.com)



## SECURITY CAMERA SURVEILLANCE SYSTEM ANALYSIS

**Prepared For:** CITY OF SANTA FE TRANSIT DIVISION

**Site Location:** 2931 Rufina St., Santa Fe, NM

**Date:** April 23, 2014

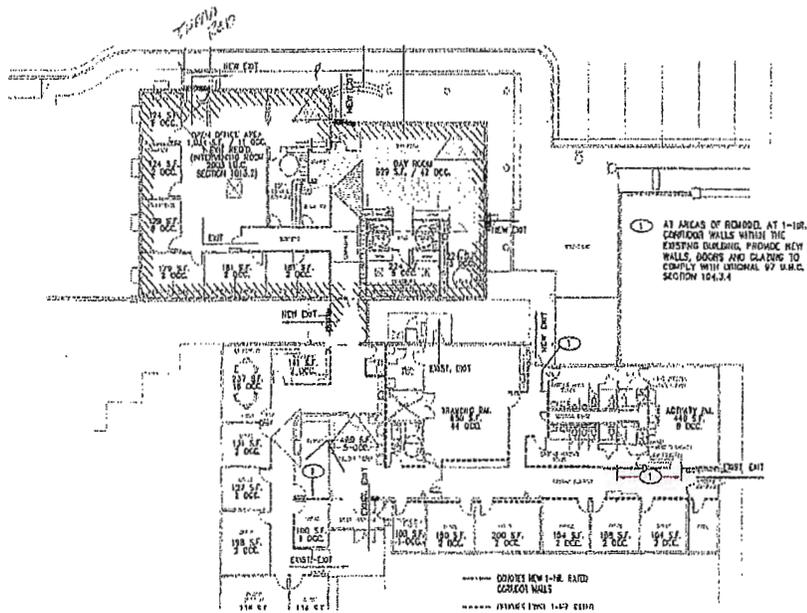


**SUMMARY:** After meeting with staff (on and off site) the following is a preliminary analysis of the type and purpose of security camera surveillance system that is desirable.



# ADMINISTRATION BUILDING INTERIOR

4-106805/0000



**Site# 1**

**Location:** Lobby Entrance

**Purpose:** To view activity in the lobby and reception desk.

**No. of Cameras:** (2)

**Placement:** (#1) camera would be placed in this position to capture the entrance door. (#2) Camera would be placed in this position to capture reception desk.



**Site# 2**

**Location:** West Entrance Corridor

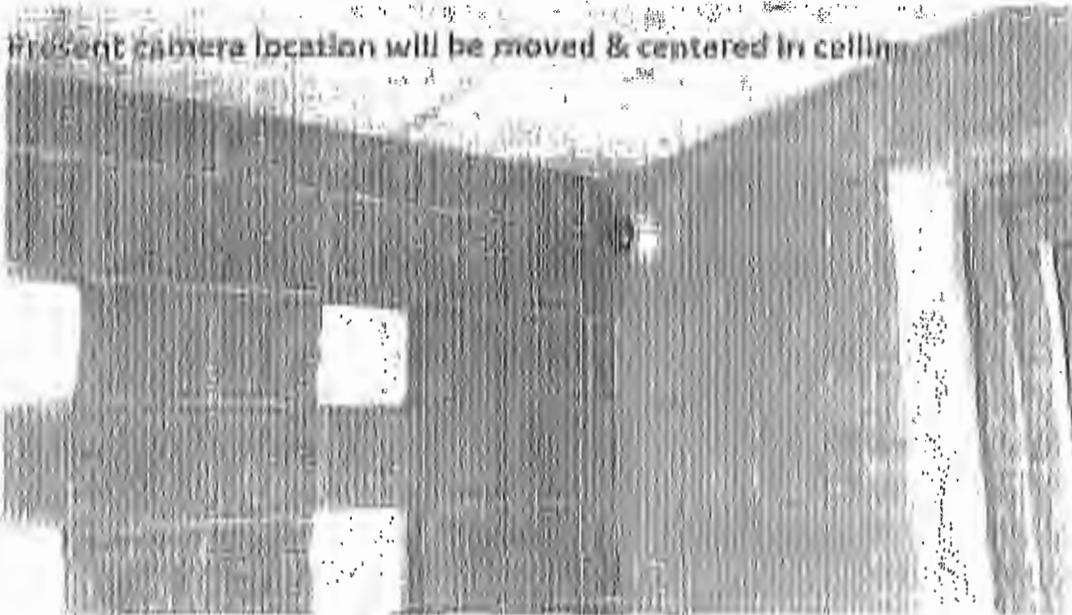
**Purpose:** To monitor ingress/egress

**No. of Cameras:** (1)

**Placement:** (#1) camera would be placed in this position to capture persons entering and exiting this door.



Present camera location will be moved & centered in ceiling



**Site# 3**

**Location:**

**Day Room Corridor**

**Purpose:**

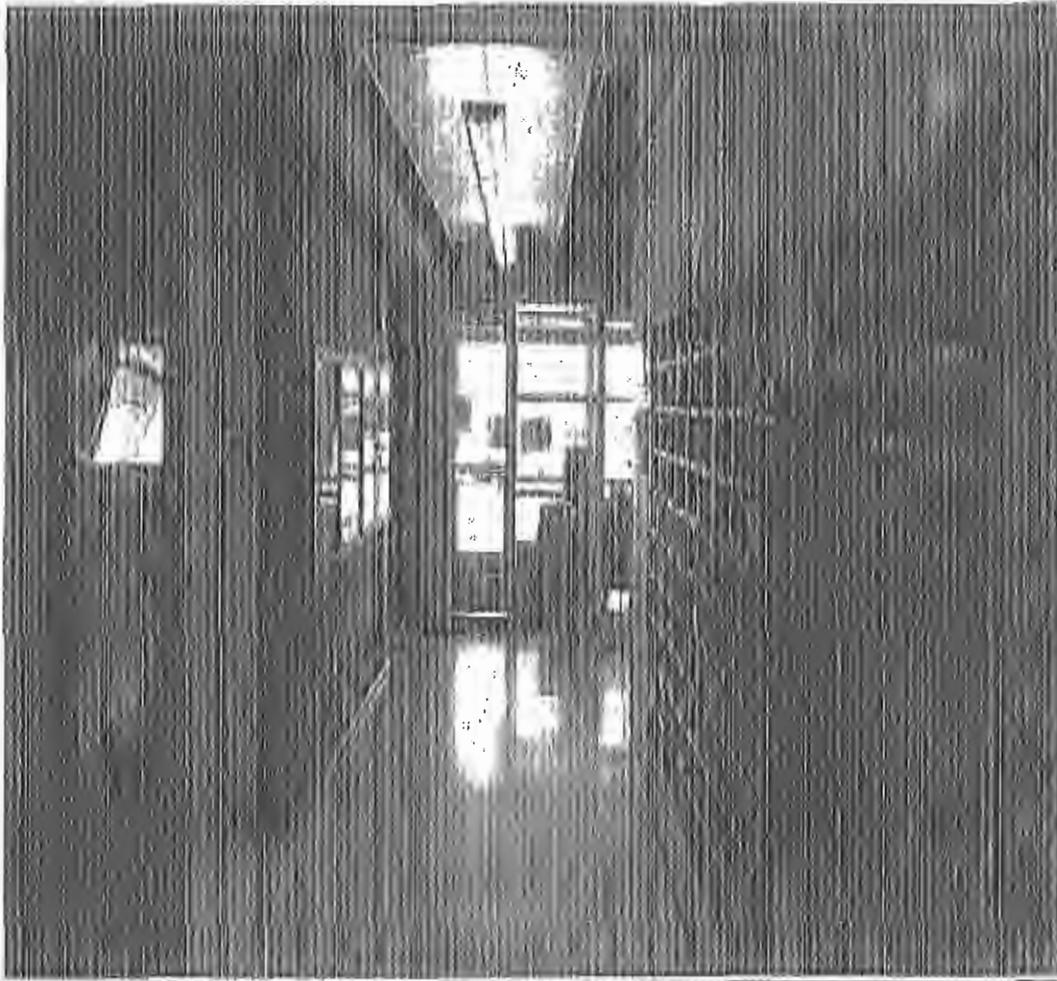
**To monitor activity in corridor**

**No. of Cameras:**

**(1)**

**Placement:**

**Camera will be placed in south end of corridor to capture activity and view ingress/egress of north day room entrance.**



**Site# 4**

**Location:** Day Room

**Purpose:** To monitor activity in day room

**No. of Cameras:** (3)

**Placement:** (#1) Camera will be placed to capture ingress/egress (north entrance) as well as day room activity. (#2) Camera will be placed in this position to monitor day room and kitchen activity. (#3) camera will be placed in this position to capture ingress/egress of east day room entrance.

#1





**Site# 5**

**Location:**

**Dispatch Area**

**Purpose:**

**To monitor ingress/egress of dispatch north entrance/safe and dispatch terminals**

**No. of Cameras:**

**(2)**

**Placement:**

**(#1) Camera will be placed in this position to capture ingress/egress and view safe deposits. Also viewing dispatch terminals. (#2) camera will be placed here to monitor dispatch window.**

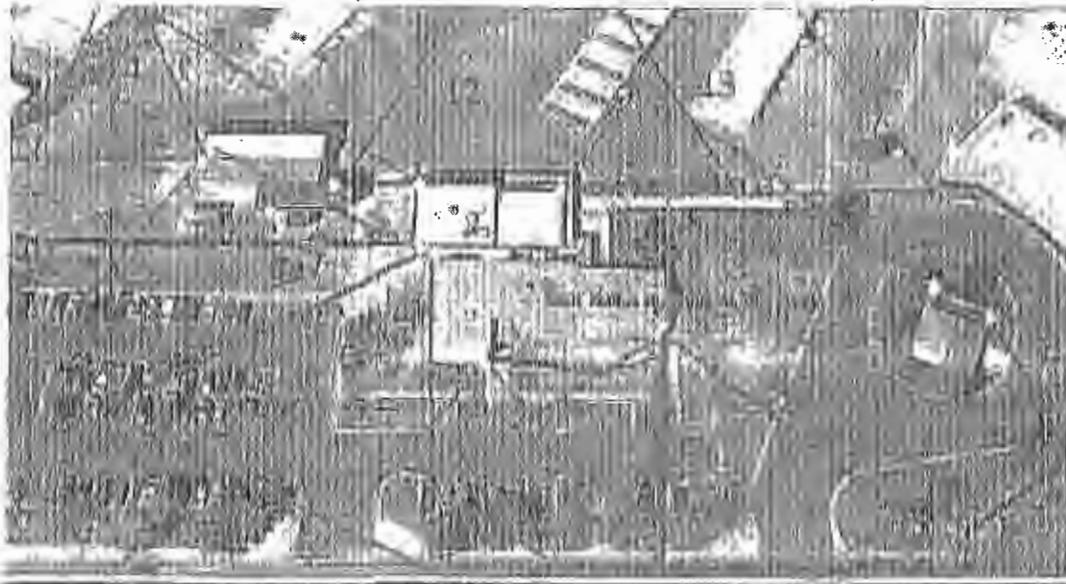
**#1**



**#2**



**ADMINISTRATION BUILDING  
EXTERIOR**



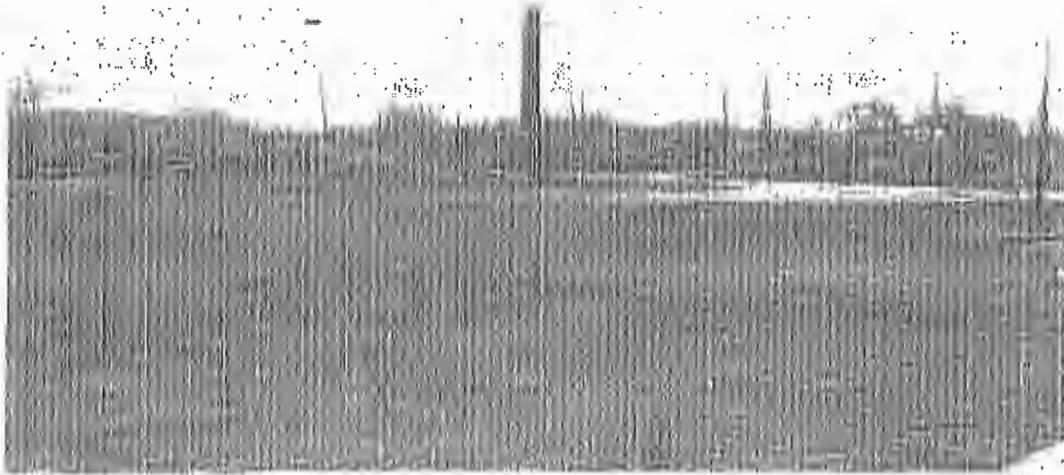
**Site# 1**

**Location:** Main Admin building.  
**Purpose:** To monitor activity in visitor parking lot.  
**No. of Cameras:** (1)  
**Placement:** South/East corner of main Admin building.



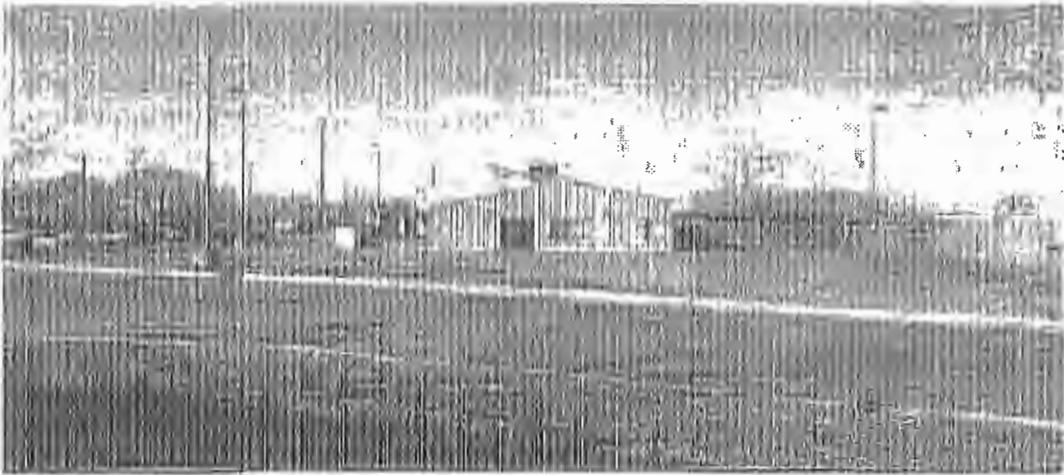
**Site# 2**

**Location:** Main Admin building.  
**Purpose:** To monitor activity of entrance to fill station.  
**No. of Cameras:** (1)  
**Placement:** Front South/East corner of main Admin building.



**Site# 3**

**Location:** Fill station building.  
**Purpose:** To monitor activity between fill station/main admin building.  
**No. of Cameras:** (1)  
**Placement:** South/East corner of fill station building.



**Site# 4**

**Location:** Fill station building.  
**Purpose:** Monitor fuel pump use.  
**No. of Cameras:** (1)  
**Placement:** N.E. corner of fill station building.



**Site# 5**

**Location:** Main Admin building.  
**Purpose:** To monitor activity in visitor parking lot.  
**No. of Cameras:** (1)  
**Placement:** S.W. corner of main admin building.



**Site# 6**

**Location:** Main Admin Building  
**Purpose:** Monitor ingress/egress of Main Admin Building entrance  
**No. of Cameras:** (1)  
**Placement:** West side of Main Admin Building.



**Site# 7**

**Location:** Main Admin Building.  
**Purpose:** Monitor activity around utility boxes.  
**No. of Cameras:** (1)  
**Placement:** N.W. Corner of Admin Building.



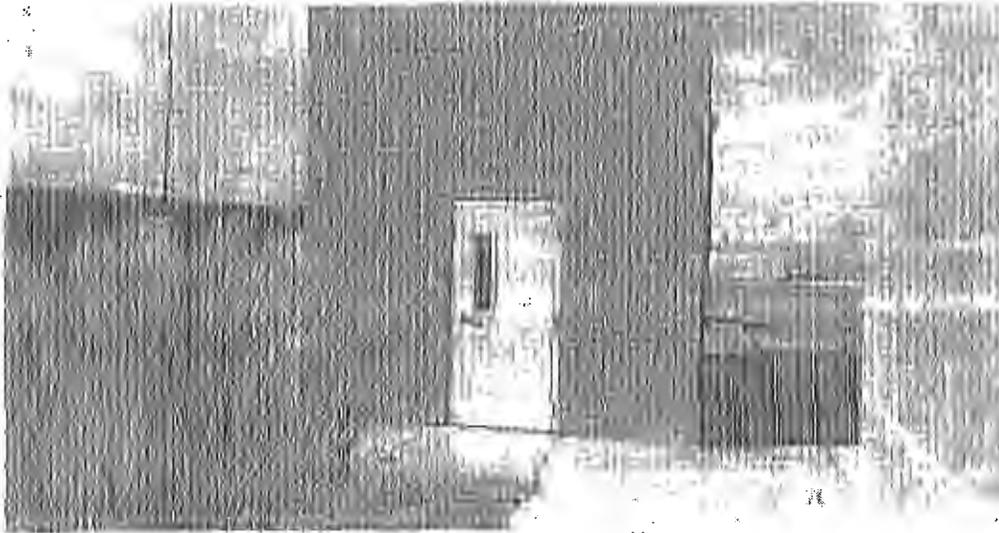
**Site# 8**

**Location:** Wash bay station.

**Purpose:** Monitor ingress/egress of vault/employee parking.

**No. of Cameras:** (1)

**Placement:** S. wall on wash bay building.



**Site# 9**

**Location:** Vault building

**Purpose:** To monitor coin box drop off.

**No. of Cameras:** (1)

**Placement:** West side of Vault building.



**Site# 10**

**Location:** Wash Bay Building.  
**Purpose:** Monitor ingress/egress of bus entrance.  
**No. of Cameras:** (1)  
**Placement:** S.W. corner of wash bay building.



**Site# 11**

**Location:** Main admin building.  
**Purpose:** To monitor bus parking/maintenance building.  
**No. of Cameras:** (1)  
**Placement:** N.W. corner of Main admin building.



**Site#12**

**Location:** Main admin building.  
**Purpose:** monitor bus parking lot.  
**No. of Cameras:** (1)  
**Placement:** N.W. corner of Main admin building.



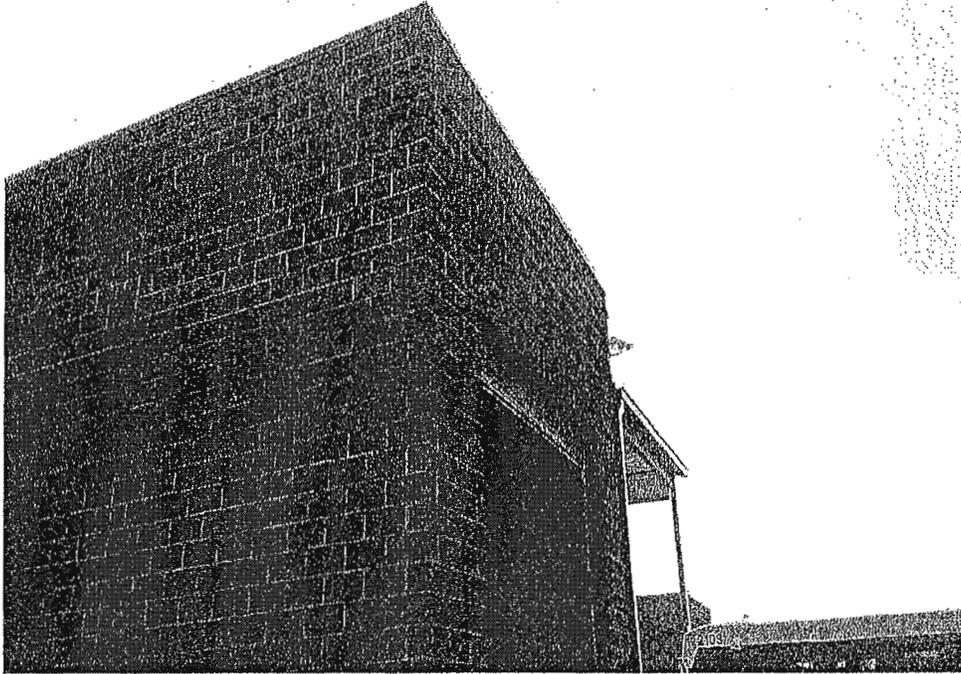
**Site# 13**

**Location:** Main Admin Building.  
**Purpose:** To monitor bus parking lot.  
**No. of Cameras:** (1)  
**Placement:** N.E. corner of Main admin building.



**Site# 14**

**Location:** Wash Bay Building.  
**Purpose:** Monitor West end of bus parking lot.  
**No. of Cameras:** (1)  
**Placement:** N.W. side of Wash Bay Building.



**Site# 15**

**Location:** Vault Room  
**Purpose:** To monitor collections and counting of money.  
**No. of Cameras:** (1)  
**Placement:** Inside vault room on ceiling.

NO PHOTO AVAILABLE

### **PROPOSED EQUIPMENT**

In order to meet the desired results of this project the following equipment will be needed. In addition there are some unknowns as to installation of wiring and whether we can use the same runs as per the initial installation. Depending on the infrastructure (or lack thereof) it may be necessary to install Wireless Access Points.

**(9) Indoor Cameras w/infrared**

**(14) Outdoor Cameras**

**(1) 32 Channel DVR**

*\*Power supply for cameras will be the responsibility of the city if needed.*

**REQUIRED FEDERAL CLAUSES**  
**(Procurements Exceeding \$25,000)**

Vendor agrees to comply with the following required clauses for this FTA-assisted procurement:

**NO FEDERAL GOVERNMENT OBLIGATIONS TO THIRD PARTIES**

(1) The Purchaser and Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the Purchaser, Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

(2) The Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

Date: 04/02/2015

Signature: 

Company: CHAVEZ SECURITY, INC.

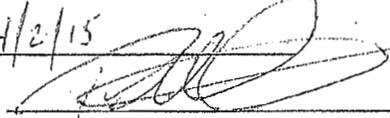
Title: Owner / President

**PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS AND RELATED ACTS**

(1) The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § § 3801 *et seq.* and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.

(2) The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

(3) The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

Date: 4/2/15  
Signature:   
Company: CHAVEZ SECURITY, INC  
Title: Owner / President

**ACCESS TO RECORDS**

The following access to records requirements apply to this Contract:

1. Where the Purchaser is not a State but a local government and is the FTA City or a subgrantee of the FTA City in accordance with 49 C. F. R. 18.36(i), the Contractor agrees to provide the Purchaser, the FTA Administrator, the Comptroller General of the United States or any of their authorized representatives access to any books, documents, papers and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions. Contractor also agrees, pursuant to 49 C. F. R. 633.17 to provide the FTA Administrator or his authorized representatives including any PMO Contractor access to Contractor's records and construction sites pertaining to a major capital project, defined at 49 U.S.C. 5302(a)1, which is receiving federal financial assistance through the programs described at 49 U.S.C. 5307, 5309 or 5311.
2. Where the Purchaser is a State and is the FTA City or a subgrantee of the FTA City in accordance with 49 C.F.R. 633.17, Contractor agrees to provide the Purchaser, the FTA Administrator or his authorized representatives, including any PMO Contractor, access to the Contractor's records and construction sites pertaining to a major capital project, defined at 49 U.S.C. 5302(a)1, which is receiving federal financial assistance through the programs described at 49 U.S.C. 5307, 5309 or 5311. By definition, a major capital project excludes contracts of less than the simplified acquisition threshold currently set at \$100,000.
3. Where the Purchaser enters into a negotiated contract for other than a small purchase or under the simplified acquisition threshold and is an institution of higher education, a hospital or other non-profit organization and is the FTA City or a subgrantee of the FTA City in accordance with 49 C.F.R. 19.48, Contractor agrees to provide the Purchaser, FTA Administrator, the Comptroller General of the United States or any of their duly authorized representatives with access to any books, documents, papers and record of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions.
4. Where any Purchaser which is the FTA City or a subgrantee of the FTA City in accordance with 49 U.S.C. 5325(a) enters into a contract for a capital project or improvement (defined at 49 U.S.C. 5302(a)1) through other than competitive bidding, the Contractor shall make available records related to the contract to the Purchaser, the Secretary of Transportation and the Comptroller General or any authorized officer or employee of any of them for the purposes of conducting an audit and inspection.

5. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

6. The Contractor agrees to maintain all books, records, accounts and reports required under this contract for a period of not less than three years after the date of termination or expiration of this contract, except in the event of litigation or settlement of claims arising from the performance of this contract, in which case Contractor agrees to maintain same until the Purchaser, the FTA Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto. Reference 49 CFR 18.39(i)(11).

7. FTA does not require the inclusion of these requirements in subcontracts.

Date: 4/6/15  
Signature: [Signature]  
Company: CHAVEZ SECURITY INC.  
Title: OWNER / PRESIDENT

**FEDERAL CHANGES**

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by referenced in the Master Agreement between Purchaser and FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

Date: 4/6/15  
Signature: [Signature]  
Company: CHAVEZ SECURITY INC.  
Title: OWNER / PRESIDENT

**CIVIL RIGHTS (EEO, TITLE VI & ADA)**

The following requirements apply to the underlying contract:

(1) Nondiscrimination - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national

origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

(2) Equal Employment Opportunity - The following equal employment opportunity requirements apply to the underlying contract:

(a) Race, Color, Creed, National Origin, Sex - In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(b) Age - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § 623 and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

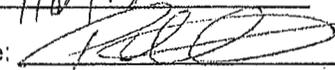
(c) Disabilities - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(3) The Contractor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

Date:

4/6/15

Signature:



Company:

CHAVEZ SECURITY INC.

Title:

Owner / Proprietor

**INCORPORATION OF FTA TERMS**

The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1F are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any City requests which would cause City to be in violation of the FTA terms and conditions.

Date: 4/6/15  
Signature: [Signature]  
Company: CHANEL SECURITY INC.  
Title: Owner / President

**ENERGY CONSERVATION**

The Contractor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

Date: 4/6/15  
Signature: [Signature]  
Company: CHANEL SECURITY INC.  
Title: Owner / President

**TERMINATION PROVISIONS**

**a. Termination for Convenience (General Provision)** City may terminate this contract, in whole or in part, at any time by written notice to the Contractor when it is in the Government's best interest. The Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to City to be paid the Contractor. If the Contractor has any property in its possession belonging to City, the Contractor will account for the same, and dispose of it in the manner City directs.

**b. Termination for Default [Breach or Cause] (General Provision)** If the Contractor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, City may terminate this contract for default. Termination shall be effected by serving a notice of termination on the

contractor setting forth the manner in which the Contractor is in default. The contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

If it is later determined by City that the Contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Contractor, City, after setting up a new delivery of performance schedule, may allow the Contractor to continue work, or treat the termination as a termination for convenience.

**c. Opportunity to Cure (General Provision)** City in its sole discretion may, in the case of a termination for breach or default, allow the Contractor an appropriate number of days in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions.

If Contractor fails to remedy to City's satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within the time period specified after receipt by Contractor of written notice from City setting forth the nature of said breach or default, City shall have the right to terminate the Contract without any further obligation to Contractor. Any such termination for default shall not in any way operate to preclude City from also pursuing all available remedies against Contractor and its sureties for said breach or default.

**d. Waiver of Remedies for any Breach** In the event that City elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this Contract, such waiver by City shall not limit City's remedies for any succeeding breach of that or of any other term, covenant, or condition of this Contract.

**e. Termination for Convenience (Professional or Transit Service Contracts)** City, by written notice, may terminate this contract, in whole or in part, when it is in the Government's interest. If this contract is terminated, City shall be liable only for payment under the payment provisions of this contract for services rendered before the effective date of termination.

**f. Termination for Default (Supplies and Service)** If the Contractor fails to deliver supplies or to perform the services within the time specified in this contract or any extension or if the Contractor fails to comply with any other provisions of this contract, City may terminate this contract for default. City shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of the default. The Contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner or performance set forth in this contract.

If, after termination for failure to fulfill contract obligations, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of City.

**g. Termination for Default (Transportation Services)** If the Contractor fails to pick up the commodities or to perform the services, including delivery services, within the time specified in this contract or any extension or if the Contractor fails to comply with any other provisions of this contract, City may terminate this contract for default. City shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of default. The Contractor will only be paid the contract price for services performed in accordance with the manner of performance set forth in this contract.

If this contract is terminated while the Contractor has possession of City goods, the Contractor shall, upon direction of City, protect and preserve the goods until surrendered to City or its agent. The Contractor and City shall agree on payment for the preservation and protection of goods. Failure to agree on an amount will be resolved under the Dispute clause.

If, after termination for failure to fulfill contract obligations, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of City.

Date: 4/6/15  
Signature: [Signature]  
Company: CHAVEZ SECURITY INC.  
Title: Owner / President

**DEBARMENT AND SUSPENSION**

This contract is a covered transaction for purposes of 49 CFR Part 29. As such, the contractor is required to verify that none of the contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945.

The contractor is required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters into.

By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by City. If it is later determined that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to City, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

Date: 4/6/15  
Signature: [Signature]  
Company: CHAVEZ SECURITY INC.  
Title: Owner / President

**DISADVANTAGED BUSINESS ENTERPRISES (DBEs)**

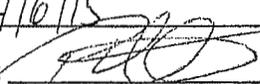
a. This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, *Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs*. The national goal for participation of Disadvantaged Business Enterprises (DBE) is 10%. The agency's overall goal for DBE participation is 0%. A separate contract goal has not been established for this procurement.

b. The contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contract. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as City deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).

c. The successful bidder/Proposer will be required to report its DBE participation obtained through race-neutral means throughout the period of performance.

d. The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor's receipt of payment for that work from City. In addition, the contractor may not hold retainage from its subcontractors.

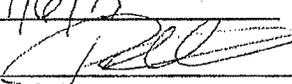
e. The contractor must promptly notify City whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of City.

Date: 4/6/15  
Signature:   
Company: CHAVEZ SECURITY INC.  
Title: OWNER / PROPRIETOR

**ADA ACCESS**

The Contractor agrees to comply with 49 U.S.C. § 5301(d), which states the Federal policy that elderly individuals and individuals with disabilities have the same right as other individuals to use public transportation services and facilities, and that special efforts shall be made in planning and designing those services and facilities to implement transportation accessibility rights for elderly individuals and individuals with disabilities. The Contractor also agrees to

comply with all applicable provisions of Section 504 of the Rehabilitation Act of 1973; 29 U.S.C. § 794, which prohibits discrimination on the basis of disability; the Americans with Disabilities Act (ADA) of 1990; 42 U.S.C. §§ 12101 et seq., which require that accessible facilities and services be made available to individuals with disabilities; and the Architectural Barriers Act of 1968, 42 U.S.C. §§ 4151 et seq., which requires that buildings and public accommodations be accessible to individuals with disabilities.

Date: 4/6/15  
Signature:   
Company: CHAVEZ SECURITY INC.  
Title: Owner / President



**City of Santa Fe  
Summary of Contracts, Agreements, & Amendments**

**Section to be completed by department for each contract or contract amendment**

**FOR: ORIGINAL CONTRACT** or **CONTRACT AMENDMENT**

2 Name of Contractor Chavez Security, Inc.

Complete Information requested Plus GRT

x Inclusive of GRT

Original Contract Amount: \$253,717.52

Termination Date: June 30, 2017

Approved by Council Date: April 24, 2013

or by City Manager Date: \_\_\_\_\_

**Contract is for:** Installation of video surveillance system, servers, management software and storage equipment.

Amendment # 3 to the Original Contract# 13-0283

Increase/(Decrease) Amount \$ 26,400.73

Extend Termination Date to: N/A

Approved by Council Date: \_\_\_\_\_

or by City Manager Date: \_\_\_\_\_

**Amendment is for:** Upgrade and enhance video surveillance and storage equipment at Transit Facility, 2931 Rufina St.

**History of Contract & Amendments:** (option: attach spreadsheet if multiple amendments) Plus GRT

Inclusive of GRT

Amount \$ 253,717.52 of original Contract# 13-0283 Termination Date: 06/30/2017

Reason: Installation of video surveillance, servers, management software and storage equip.

Amount \$ 12,928.40 amendment # 1 Termination Date: 06/30/2017

Reason: Provide additional equipment and monitoring at GCCC

Amount \$ 10,480.92 amendment # 2 Termination Date: 06/30/2017

Reason: Provide surveillance cameras at Market Station

Amount \$ 26,400.73 amendment # 3 Termination Date: 06/30/2017

Reason: Provide video surveillance and storage equipment at Transit

Total of Original Contract plus all amendments: \$ 303,527.57



**City of Santa Fe  
Summary of Contracts, Agreements, & Amendments**

**5 Procurement Method of Original Contract:** (complete one of the lines)

RFP# 13/10/B Date: Unknown

RFQ \_\_\_\_\_ Date: \_\_\_\_\_

Sole Source \_\_\_\_\_ Date: \_\_\_\_\_

Other N/A

**6 Procurement History:** Amendment No. 3 to original four-year contract  
example: (First year of 4 year contract)

**7 Funding Source:** Transit Operating Fund **BU/Line Item:** 52401.510340

**8 Any out-of-the ordinary or unusual issues or concerns:**  
N/A  
(Memo may be attached to explain detail.)

**9 Staff Contact who completed this form:** Ken Smithson, Director of Operations & Maintenance

Phone # Ext. 2223

Certificate of Insurance attached. (if original Contract)

**Submit to City Attorney for review/signature**  
**Forward to Finance Director for review/signature**  
**Return to originating Department for Committee(s) review or forward to City Manager for review and approval (depending on dollar level).**

**To be recorded by City Clerk:**

Contract # \_\_\_\_\_

Date of contract Executed (i.e., signed by all parties): \_\_\_\_\_

Note: If further information needs to be included, attach a separate memo.

**Comments:**

**CITY OF SANTA FE  
AMENDMENT No. 2 TO  
PROFESSIONAL SERVICES AGREEMENT**

AMENDMENT No. 2 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated April 29, 2013 (the "Agreement"), between the City of Santa Fe (the "City") and Chavez Security Inc. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor, whichever occurs last.

**RECITALS**

A. Under the terms of the Agreement, Contractor has agreed to provide security camera system services to the City.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES

Article 1 of the Agreement is amended to add the additional services, so that Article 1 reads as follows:

The Contractor shall provide the following services for the City: Scope of Work and Budget are attached hereto and incorporated herein as Exhibit "A-2".

2. COMPENSATION

Article 3, Paragraph A of the Agreement is amended to increase the amount of compensation by a total of ten thousand four hundred eighty dollars and ninety two cents (\$10,480.92) inclusive of gross receipts tax so that Article 3, Paragraph A reads in its entirety as follows:

A. The City shall pay the Contractor in full payment for services rendered, a sum not to exceed two hundred seventy-seven thousand one hundred twenty-six dollars and eighty-four cents (\$277,126.84).

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment No. 2, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 2 to the City of Santa Fe Professional Services Agreement as of the date set forth below.

CITY OF SANTA FE:

  
\_\_\_\_\_  
BRIAN K. SNYDER, CITY MANAGER

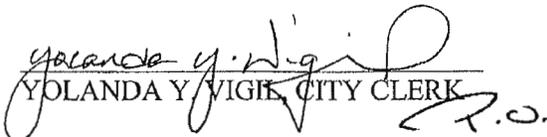
Date: 08/05/2013

CONTRACTOR:

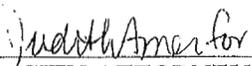
Chavez Security Inc.  
  
\_\_\_\_\_  
NAME & TITLE

Date: Aug 6, 2013

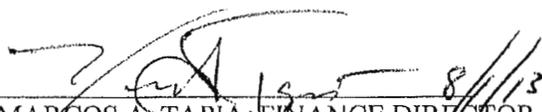
ATTEST:

  
\_\_\_\_\_  
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
GENO ZAMORA, CITY ATTORNEY 7/29/13

APPROVED:

  
\_\_\_\_\_  
MARCOS A. TAPIA, FINANCE DIRECTOR 8/1/13

52856.572970.0112900  
BUSINESS UNIT No.



**EQUIPMENT & INSTALLATION PROPOSAL / MARKET STATION**  
**July 17, 2013**

**CAMERAS**

**PURPOSE:**

*The following cameras will be used to capture cash transactions between city CASHIERS BOOTH high resolution and detail is needed to resolve any type of money transaction or dispute.*

**CAMERA:**

(2) HIK 2mp mini-domes with low-light—flush against the ceiling.

**COST:** \$890.50 each X (2) = \$1,781.00

**PURPOSE:**

*The following camera will be used in the SAFE ROOM. It will capture employees counting money. High resolution and detail is needed*

**CAMERA:**

(1) HIK 2 mp dome indoor with infra-red—flush against the ceiling.

**COST:** \$890.50

**PURPOSE:**

*The following camera will be used to capture CUSTOMERS AT CASHIER WAITING LINE.*

**CAMERA:**

(1) HIK 2mp dome indoor with low light with vandal proof wall mount.

**COST:** \$890.50 + \$92.30 for bracket.

**PURPOSE:**

*The following camera will be used to capture a REAR STAIRWAY ENTRANCE that will be used only by employees—this door will not be used by the public.*

**CAMERA:**

(1) HIK 2mp dome indoor with low light with vandal proof wall mount.

**COST:** \$890.50 + \$92.30 for bracket.

**PURPOSE:**

*The following camera will be used in the WAITING LOBBY to capture customers visiting the Department.*

**CAMERA:**

(1) HIK 2mp dome indoor with low light with vandal proof wall mount.

**COST:** \$890.50 + \$92.30 for bracket.

Equipment Proposal / Market Station  
July 17, 2013  
Page 2

**PURPOSE:**

*The following camera will be used in the ENTRY LOBBY to capture customers coming and going.*

**CAMERA:**

(1) HIK 2mp dome indoor with low light with short arm pendant bracket.

COST: \$890.50 + \$92.30 for bracket.

**LOCAL CAMERA NETWORK**

(1) HIK DS-9600 DVR 16 Channel

COST: \$2,665.00

(2) 2TB Drives

COST: \$130.00 each =\$260

---

**SUMMARY**

Cost for cameras including pendants	:	\$6,602.70
Cost for local camera network	:	\$2,925.00
Sundries	:	\$ 250.00
Labor	:	\$ 650.00

COST = \$10,427.70

GRT on Labor only=\$ 53.22

**APPROXIMATE COST: \$10,480.92**

*The above cost is inclusive of Training Staff and installing monitor software.*



**City of Santa Fe  
Summary of Contracts, Agreements, & Amendments**

**Section to be completed by department for each contract or contract amendment**

- |                          |                          |                             |                                     |
|--------------------------|--------------------------|-----------------------------|-------------------------------------|
| 1 FOR: ORIGINAL CONTRACT | <input type="checkbox"/> | CONTRACT AGREEMENT          | <input type="checkbox"/>            |
| MAINTENANCE AGREEMENT    | <input type="checkbox"/> | LICENSE AGREEMENT           | <input type="checkbox"/>            |
| LEGAL SERVICES AGREEMENT | <input type="checkbox"/> | MEMORANDUM OF UNDERSTANDING | <input type="checkbox"/>            |
| MEMORANDUM OF AGREEMENT  | <input type="checkbox"/> | JOINT POWERS AGREEMENTS     | <input type="checkbox"/>            |
| GRANT AGREEMENTS         | <input type="checkbox"/> | CHANGE ORDERS               | <input checked="" type="checkbox"/> |

2 Name of Contractor Chavez Security Inc.

3 Complete information requested  Plus GRT

Inclusive of GRT

Original Contract Amount: \$253,717.52

Termination Date: June 30, 2017

Approved by Council Date: April 29, 2013

or by City Manager Date: \_\_\_\_\_

Contract is for: City wide surveillance cameras

Amendment # two to the Original Contract# 13-0283

Increase Amount \$ 10,480.92

Extend Termination Date to: N/A

Approved by Council Date: \_\_\_\_\_

or by City Manager Date: Pending

Amendment is for: Provide surveillance cameras at Market Statuion

4 History of Contract & Amendments: (option: attach spreadsheet if multiple amendments)  Plus GRT

Inclusive of GRT

Amount \$ 253,717.52 of original Contract# 13-0283 Termination Date: 07/30/2017

Reason: City wide surveillance cameras

Amount \$ 12,928.40 amendment # one Termination Date: 06/30/2017

Reason: Provide additional equipment and monitoring at GCCC - State Grant Funds

Amount \$ 10,480.92 amendment # two Termination Date: 06/30/2017

Reason: Provide surveillance cameras at Market Station

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_



**City of Santa Fe  
Summary of Contracts, Agreements, & Amendments**

Reason: \_\_\_\_\_

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

5

Total of Original Contract plus all amendments: \$ 277,126.84

6

**Procurement Method of Original Contract:** (complete one of the lines)

7

RFP  RFQ  Sole Source  Other

8

**Procurement History:** First year of 4 year contract

8

example: (First year of 4 year contract)

**Funding Source:** Market Station Bonds - 2012C **BU/Line Item:** 5 2 8 5 6 . 5 7 2 9 7 0

9

**Any out-of-the ordinary or unusual issues or concerns:**

none

(Memo may be attached to explain detail.)

**Staff Contact who completed this form:** Chip Lilienthal Phone # 955 5938

10

**Division Director:** David J. Pfeifer *David Pfeifer*

11

**Department Director:** Isaac J. Pino *Isaac J. Pino*

**Certificate of Insurance attached.** (if original Contract)

12

**Description of your efforts to reduce the cost of the contract including information on efforts to obtain other quotes for the contracted activity:** Negotiated amount for Amendment #12

13

**Prior year's contract amount?:** #

14

**Describe service impact from an ongoing commitment to the contractor:** License & Warranty

15

**Why staff cannot perform the work?:** required licenses and equipment

16

**If extending contract, why?:** N/A

17

**Was a Santa Fe company awarded contract? If not, why?:** Yes

18

**Has the contract been approved as to form by City Attorney's Office?:** Yes

**Is this for City Manager or Council approval?:** City Manager



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
9/12/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> El Dorado Insurance Agency, Inc. El Dorado Sec Svcs Ins Agy PO Box 66571 Houston TX 77266		<b>CONTACT NAME:</b> Tamika Sanders <b>PHONE (A/C No Ext):</b> (713) 521-9251 <b>FAX (A/C No):</b> (713) 521-0125 <b>E-MAIL ADDRESS:</b> tsanders@eldoradoinsurance.com															
<b>INSURED</b> Chavez Security, Inc. 1925 Aspen Dr., Suite 703 Santa Fe NM 87505		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: First Mercury Insurance Co.</td> <td>10657</td> </tr> <tr> <td>INSURER B: United Financial Casualty</td> <td>11770</td> </tr> <tr> <td>INSURER C: National Union Fire Insurance</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: First Mercury Insurance Co.	10657	INSURER B: United Financial Casualty	11770	INSURER C: National Union Fire Insurance		INSURER D:		INSURER E:		INSURER F:	
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INSURER C: National Union Fire Insurance																	
INSURER D:																	
INSURER E:																	
INSURER F:																	

**COVERAGES** CERTIFICATE NUMBER: Blanket AI (9/12) REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			SE-CGL-0000017409-01	9/11/2012	9/11/2013	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Errors & Omissions						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 5,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO.JECT <input type="checkbox"/> LOC						PRODUCTS - COM/OP AGG \$ Included
B	AUTOMOBILE LIABILITY			03739823-5	10/28/2012	10/28/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input checked="" type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
C	UMBRELLA LIAB			WC004334077	9/11/2012	9/11/2013	EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						RETENTION \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input checked="" type="checkbox"/> WC STATUS-TORY LIMITS <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		N/A				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 The General Liability policy includes a blanket automatic additional insured endorsement that provides additional insured status to the certificate holder only when there is a written contract between the named insured and the certificate holder that requires such status.

**CERTIFICATE HOLDER**

(505) 988-1663  
  
 City of Santa Fe  
 200 Lincoln Avenue  
 Santa, NM 87501

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

R.L. Ring, Jr. / TAMIKA

# City of Santa Fe, New Mexico

# memo

**DATE:** July 30, 2013

**TO:** Brian K. Snyder, City Manager *BKS*

**VIA:** Marcos A. Tapia, Finance Department Director *MA*

*Isaac J. Pino*  
Isaac J. Pino, P.E., Public Works Department Director

David J. Pfeifer, Facilities Division Director *DJP*

**FROM:** Chip Lilienthal, Facilities Division Project Administrator *CL*

**ISSUE:**

CIP #698A – Market Station Tenant Improvements

- Request for approval of Amendment No. 2 with Chavez Security, Inc. (CSI) in the amount of \$10,480.92, inclusive of gross receipt tax.

**SUMMARY:**

On April 29, 2013 City Council approved Professional Services Agreement with Chavez Security for City wide surveillance cameras, in the amount of \$253,717.52, inclusive of gross receipt tax.

On June 14, 2013 the City Manager approved Amendment No. 1 for surveillance cameras and monitoring at the Genova Chavez Community Center, in the amount of \$12,928.40.

Amendment No. 2 directs CSI to provide surveillance cameras at Market Station Tenant Improvements project in the amount of \$10,480.92.

**SCOPE OF WORK**

Provide and install 9 HIK 2mp dome indoor surveillance cameras, as specified in Exhibit 'A' of the PSA.

Memo -- City Manager  
Amendment No.2 Market Station  
CSI surveillance cameras  
7/30/13  
Page 2

**BUDGET:**

Funding is available in Market Station - Business Unit No. 52856.572970.0112900.

**ACTION:**

The Facilities Division is requesting approval of Amendment No. 2 in the amount of \$10,480.92, inclusive of gross receipt tax.

Attachments:

- Amendment No. 2
- Contract Summary
- Certificate of Insurance

xc: Project/Book File

**CITY OF SANTA FE  
AMENDMENT No. 1 TO  
PROFESSIONAL SERVICES AGREEMENT**

AMENDMENT No. 1 (the "Amendment") to the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated April 29, 2013 (the "Agreement"), between the City of Santa Fe (the "City") and Chavez Security Inc. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and Contractor, whichever occurs last.

**RECITALS**

A. Under the terms of the Agreement, Contractor has agreed to provide enterprise class video surveillance system services to the City regarding the matter of security.

B. Pursuant to Article 18 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. SCOPE OF SERVICES:

Article 1 of the Agreement is amended to add the additional services, so that Article 1 reads as follows:

The Contractor shall provide the following services for the City: Scope of Work and Budget are attached hereto and incorporated herein as Exhibit "A-1".

3. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of twelve thousand nine hundred twenty-eight dollars and forty cents (\$12,928.40) inclusive of gross receipt tax so that Article 3, paragraph A. reads in

its entirety as follows: two hundred sixty-six thousand six hundred forty-five dollars and ninety-two cents (\$266,645.92).

2. AGREEMENT IN FULL FORCE.

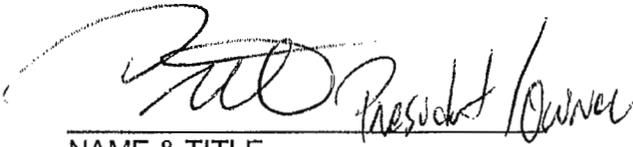
Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No.1 to the City of Santa Fe Professional Services Agreement as of the dates set forth below.

CITY OF SANTA FE:

CONTRACTOR:  
Chavez Security, Inc.

  
\_\_\_\_\_  
BRIAN K. SNYDER, CITY MANAGER

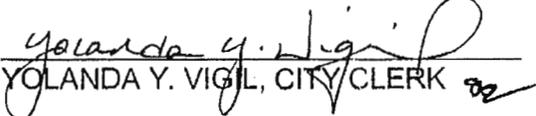
  
\_\_\_\_\_  
NAME & TITLE

Date: 06/13/2013

Date: 6/14/13

ATTEST:

CRS# 02-2344197-008  
BUSINESS:  
13-00094401

  
\_\_\_\_\_  
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
GENO ZAMORA, CITY ATTORNEY 6/12/13

APPROVED:

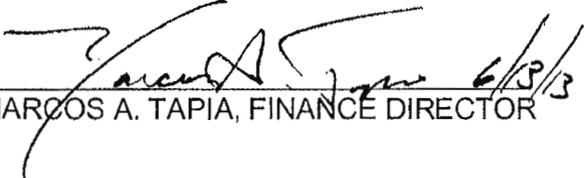
  
\_\_\_\_\_  
MARCOS A. TAPIA, FINANCE DIRECTOR 6/13/13

Exhibit "A-1"

Site #	Site Name	Site Description	Site Requirements	Site Total
16	Geneveva Chavez Community Center (GCCC)	This site consists of main structure (GCCC) with front entrance turnaround, main parking lot and employee parking lot. The requirement is to replace the existing cameras using the same camera placement with new updating equipment (3) outdoor and (2) indoor. Replace external DVR hard drive and necessary networking cables and equipment. Outdoor cameras mounted on existing mount poles. The desired view from these cameras would be to cover parking area and the entrance/exit. Indoor cameras desired view breezeway and therapy pool areas.	<ul style="list-style-type: none"> <li>*1 PTZ outdoor camera w/mounts</li> <li>*3 Outdoor cameras</li> <li>*1 – 2MP Dome camera</li> <li>*2 Pendant brackets</li> <li>*Only Lenovo with Windows 7</li> <li>*Only external hard drive 4 TB</li> <li>*Only monitor</li> <li>*10 IP extender over Coax</li> <li>*32" monitor w/ wall mount</li> <li>*P.O.E. injector</li> <li>*VGA cable extension</li> <li>*sundries include lift &amp; Ethernet switch</li> </ul>	\$12,928.40

Attachment 2

ITEM # 13-0283

CITY OF SANTA FE  
PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Santa Fe (the "City") and Chavez Security, Inc. (the "Contractor"). The date of this Agreement shall be when signed by the City and the Contractor, whichever occurs last.

1. SCOPE OF SERVICES

The Contractor shall provide the following services for the City: Scope of Work and Budget are attached hereto as Exhibit "A".

2. STANDARD OF PERFORMANCE; LICENSES

A. The Contractor represents that it possesses the personnel, experience and knowledge necessary to perform the services described under this Agreement.

B. The Contractor agrees to obtain and maintain throughout the term of this Agreement, all applicable professional and business licenses required by law, for itself, its employees, agents, representatives and subcontractors.

3. COMPENSATION

A. The City shall pay to the Contractor in full payment for services rendered a sum not to exceed two hundred fifty-three thousand seven hundred seventeen dollars and fifty-two cents (\$253,717.52) plus applicable gross receipts taxes.

B. The Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt and approval by the City of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed and accepted by the City.

4. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City, this Agreement shall terminate upon written notice being given by the City to the Contractor. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

5. TERM AND EFFECTIVE DATE

This Agreement shall be effective when signed by the City and the Contractor, whichever last and terminate on June 30, 2017, unless sooner pursuant to Article 6 below.

6. TERMINATION

A. This Agreement may be terminated by the City upon thirty (30) days written notice to the Contractor.

(1) The Contractor shall render a final report of the services performed up to the date of termination and shall turn over to the City original copies of all work product, research or papers prepared under this Agreement.

(2) The City shall pay the Contractor for the reasonable value of services satisfactorily performed and accepted by the City through the date Contractor receives notice of such termination, and for which compensation has not already been paid and prior approved reimbursable expenses incurred through the date Contractor receives notice of such termination..

7. STATUS OF CONTRACTOR; RESPONSIBILITY FOR PAYMENT OF EMPLOYEES AND SUBCONTRACTORS

A. The Contractor and its agents and employees are independent contractors performing professional services for the City and are not employees of the City. The Contractor, and its agents and employees, shall not accrue

leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City as a result of this Agreement.

B. Contractor shall be solely responsible for payment of wages, salaries and benefits to any and all employees or subcontractors retained by Contractor in the performance of the services under this Agreement.

C. The Contractor shall comply with City of Santa Fe Minimum Wage, Article 28-1-SFCC 1987, as well as any subsequent changes to such article throughout the term of this contract.

8. CONFIDENTIALITY

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the City.

9. CONFLICT OF INTEREST

The Contractor warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement. Contractor further agrees that in the performance of this Agreement no persons having any such interests shall be employed.

10. ASSIGNMENT; SUBCONTRACTING

The Contractor shall not assign or transfer any rights, privileges, obligations or other interest under this Agreement, including any claims for money due, without the prior written consent of the City. The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the City.

11. RELEASE

The Contractor, upon acceptance of final payment of the amount due under this Agreement, releases the City, its officers and employees, from all

liabilities, claims and obligations whatsoever arising from or under this Agreement. The Contractor agrees not to purport to bind the City to any obligation not assumed herein by the City unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

12. INSURANCE

A. The Contractor, at its own cost and expense, shall carry and maintain in full force and effect during the term of this Agreement, comprehensive general liability insurance covering bodily injury and property damage liability, in a form and with an insurance company acceptable to the City, with limits of coverage in the maximum amount which the City could be held liable under the New Mexico Tort Claims Act for each person injured and for each accident resulting in damage to property. Such insurance shall provide that the City is named as an additional insured and that the City is notified no less than 30 days in advance of cancellation for any reason. The Contractor shall furnish the City with a copy of a Certificate of Insurance as a condition prior to performing services under this Agreement.

B. If applicable, the Contractor shall also obtain and maintain Workers' Compensation insurance, required by law, to provide coverage for Contractor's employees throughout the term of this Agreement. Contractor shall provide the City with evidence of its compliance with such requirement.

C. Contractor shall maintain professional liability insurance throughout the term of this Agreement providing a minimum coverage in the amount required under the New Mexico Tort Claims Act. The Contractor shall furnish the City with proof of insurance of Contractor's compliance with the provisions of this section as a condition prior to performing services under this Agreement.

13. INDEMNIFICATION

The Contractor shall indemnify, hold harmless and defend the City from all losses, damages, claims or judgments, including payments of all attorneys' fees and costs on account of any suit, judgment, execution, claim, action or demand whatsoever arising from Contractor's performance under this Agreement as well as the performance of Contractor's employees, agents, representatives and subcontractors.

14. NEW MEXICO TORT CLAIMS ACT

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

15. THIRD PARTY BENEFICIARIES

By entering into this Agreement, the parties do not intend to create any right, title or interest in or for the benefit of any person other than the City and the Contractor. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary of this Agreement.

16. RECORDS AND AUDIT

The Contractor shall maintain, throughout the term of this Agreement and for a period of three years thereafter, detailed records that indicate the date, time and nature of services rendered. These records shall be subject to inspection by the City, the Department of Finance and Administration, and the State Auditor. The City shall have the right to audit the billing both before and after payment. Payment under this Agreement shall not foreclose the right of the City to recover excessive or illegal payments.

17. APPLICABLE LAW; CHOICE OF LAW; VENUE

Contractor shall abide by all applicable federal and state laws and regulations, and all ordinances, rules and regulations of the City of Santa Fe. In any action, suit or legal dispute arising from this Agreement, the Contractor agrees that the laws of the State of New Mexico shall govern. The parties agree that any action or suit arising from this Agreement shall be commenced in a federal or state court of competent jurisdiction in New Mexico. Any action or suit commenced in the courts of the State of New Mexico shall be brought in the First Judicial District Court.

18. AMENDMENT

This Agreement shall not be altered, changed or modified except by an amendment in writing executed by the parties hereto.

19. SCOPE OF AGREEMENT

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the services to be performed hereunder, and all such agreements, covenants and understandings have been merged into this Agreement. This Agreement expresses the entire Agreement and understanding between the parties with respect to said services. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

20. NON-DISCRIMINATION

During the term of this Agreement, Contractor shall not discriminate against any employee or applicant for an employment position to be used in the performance of services by Contractor hereunder, on the basis of ethnicity, race, age, religion, creed, color, national origin, ancestry, sex, gender, sexual orientation, physical or mental disability, medical condition, or citizenship status.

21. SEVERABILITY

In case any one or more of the provisions contained in this Agreement or any application thereof shall be invalid, illegal or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein and any other application thereof shall not in any way be affected or impaired thereby.

22. NOTICES

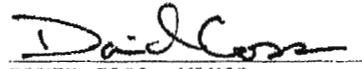
Any notices required to be given under this Agreement shall be in writing and served by personal delivery or by mail, postage prepaid, to the parties at the following addresses:

City of Santa Fe:  
Thomas Williams  
P.O. Box 909  
Santa Fe, NM 87507

Contractor:  
Chavez Security  
Peso Chavez  
1925 Aspen Dr. Suite 703  
Santa Fe, NM 87505

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

CITY OF SANTA FE:

  
\_\_\_\_\_  
DAVID COSS, MAYOR

DATE: 4/29/13

ATTEST:

  
\_\_\_\_\_  
YOLANDA Y. VIGIL  
CITY CLERK  
4/24/13



## EXHIBIT A

### SPECIFICATIONS FOR ENTERPRISE CLASS VIDEO SURVEILLANCE SYSTEM

#### OUTDOOR CAMERA REQUIREMENTS

- Must be outdoor ready
- Fixed cameras (no PTZ cameras – digital PTZ ok)
- Image Sensor - Minimum Requirements: ¼" Progressive Scan CMOS
- Lens - Minimum Requirements: Varifocal, DC-iris, remote focus and zoom, 6mm: 2.5–6 mm/F1.4, 12mm: 3.3-12 mm/F1.6
- Horizontal Angel of View – Minimum Requirements: 6 mm: 87° - 40°  
12 mm: 70° - 20°
- Must have automatic Day/Night capability
- Minimum Illumination/Light Sensitivity (LUX) – Minimum Requirements: 6 mm: 0.3 (color), 0.05 (B/W), 12 mm: 0.4 (color), 0.06(B/W)
- Video Resolution – Minimum Requirements: 1280 x 800 resolution at 25fps
- Must have two-way audio capability
- Must have audio detection and tampering alarm
- Security features – minimum requirements: IP filtering, HTTPS encryption, multi-level passwords, IEEE 802.1x
- Network Requirements: IPv4/v6, QoS
- Must utilize PoE IEEE 802.3af Class 3 for power
- Video Compression – Minimum Requirements: H.264, Motion JPEG
- Must have a vandal resistant housing, NEMA rated
- Should be capable of 1080p video streams
- Operating temperatures should be -40F – 131F
- Must have a heater/fan along with dehumidifying mechanism
- Must be able to execute motion detection at camera prior to sending data to archive server (used to optimize Verizon backhaul as needed)
- Must have ability to store directly to the camera via SD card slot or to external storage device
- Must include cost for mounting brackets, programming and installation
- Cameras must include a 3 year warranty

#### INDOOR CAMERA REQUIREMENTS

- Fixed cameras (no PTZ cameras – digital PTZ ok)
- Image Sensor - Minimum Requirements: ¼" Progressive Scan CMOS
- Lens - Minimum Requirements: 2.9 mm/F2.0
- Horizontal Angel of View – Minimum Requirements: 80°
- Minimum Illumination/Light Sensitivity (LUX) – Minimum Requirements: 1.2 - 100,000
- Video Resolution – Minimum Requirements: 1280 x 800 resolution at 25fps
- Video Compression – Minimum Requirements: H.264, Motion JPEG

- Must have two-way audio capability
- Must have audio detection and tampering alarm
- Security features – minimum requirements: IP filtering, HTTPS encryption, multi-level passwords,
- Network Requirements: IPv4/v6, QoS
- Must utilize PoE IEEE 802.3af Class 2 or DC for power
- Video Compression: H.264, Motion JPEG
- Should be capable of 1080p video streams
- Must be able to execute motion detection at camera prior to sending data to archive server (used to optimize Verizon backhaul as needed)
- Optional: Wireless capability
- Must include cost for cabling, mounting brackets, programming and installation
- Cameras must include 3 year warranty

### **SERVER REQUIREMENTS**

- Servers cannot be “white box” servers and must carry a manufacturer warranty of no less than 3 years for all components. DVR style systems will not be accepted due to the anticipated growth of the system.
- Server minimum of dual 2.66GHz 6-Core, 48Gb RAM, 1333MHz bus speed and must be virtualized for future ease of growth.
- Each virtual machine (VM) must have a minimum of two 1Gb Ethernet interfaces dedicated to that VM.
- Servers must be scalable to provide processing for up to 200 cameras. Additional servers may be required but must be seamlessly integrated into the original solution without major upgrades or forklifts to original system.
- Must include all necessary implementation and professional services costs
- Must include at least 3 years maintenance and support

### **VIDEO MANAGEMENT SOFTWARE REQUIREMENTS**

- Software must be able to aggregate multiple archival servers into one seamless user interface.
- User interface must be available via a web interface, tablets, and smartphones.
- Software should employ simple “drag & drop” layout of user views.
- Software must have option to archive audio along with the video feed if requested.
- Software must have notification system in place for offline camera events.
- Software should have carousel option for live monitoring.
- Software should have easy export option of both still images and video for evidence gathering.
- Software should have map based navigation with simple click to view options.
- Software must support local and network based storage.

- Software should have smart search options for quick discovery of required video archives.
- Software must have ability to set up user profiles so that security/access levels can be set based upon user privileges.
- Must include all necessary implementation and professional services costs
- Software must have maintenance and support for no less than 3 years and be renewable for subsequent years.

### **STORAGE REQUIREMENTS**

- External shared storage is preferred using either iSCSI (block)/NFS (file) protocols
- Storage must have dual controllers in either active/active or active/passive configuration.
- Storage should have minimum of 4 GB of front end connectivity bandwidth to the network.
- Storage should consist of 7200RPM SATA/NL-SAS drives of 2Tb in size or more.
- Storage should utilize RAID-6 or equivalent for data resiliency on large drives.
- Please offer options for storage to accommodate approximately 2 weeks / 6 months / and 2 years of archive for all cameras included in this bid. Assumptions can be made based on the following:
  - H.264
  - 1280X960 resolution
  - 8 fps
  - 24 hours of activity with 20% motion or 4.8 hours of archiving per day per camera.
  - Please offer options for 2 weeks / 6 months / and 2 years of archive per camera with a minimum of 30 days stored online in the 6 month and 2 year options.
- Storage array must be capable of growing to accommodate up to 2 years of archive for approximately 200 cameras using the assumptions above.

### **HOSTED ARCHIVE (MONITORING):**

The City is interested in reviewing options for a hosted archive system. This would be used in lieu of onsite storage. The system should be sized similar to the onsite equipment requirements listed above. Vendor would be responsible for all implementation, programming, and ongoing maintenance of hosted solution. The City would require remote access to the system on role based access with different levels of security. The City would require the same kind of functionality as required in the software requirements listed above. Provide all costs associated with the hosted service and provide detail as to how the system is billed, i.e. monthly subscription, based on amount of storage used, etc. The total reflected on the pricing worksheet should be an annual cost.

## **REMOTE SITE CONNECTIVITY AND POWER CONFIGURATIONS**

### **ONE POE CAMERA SITE WITH SOLAR AND CELLULAR – MINIMUM REQUIREMENTS:**

- One panel 12V/130 watts at 8 amps of solar power
- Cellular/2.4 GHz Radio - must be compatible with Verizon Wireless Network
- Must provide encryption and security
- One 75 Amp Hours Battery and charge controller
- Battery Box with NEMA rated enclosure
- Side pole Solar Panel mount
- Power requirements: PoE IEEE 802.3af. Include injectors if required.
- Include cost for all required wiring, mounting, and installation
- Include cost to provide and install 20ft wood poles as indicated on site listing
- Include shipping/freight cost
- Warranty: Minimum 3 years on all components and wiring. Solar panels often come with much longer warranty – please include details as part of bid response.

### **TWO POE CAMERA SITE WITH SOLAR AND CELLULAR – MINIMUM REQUIREMENTS**

- Two panel 12V/160 watts at 16 Amps of solar power
- Cellular/2.4 GHz Radio – must be compatible with Verizon Wireless Network
- Must provide encryption and security
- Two 75AH Batteries interconnected 12V or 24V and charge controller for 150 Amp Hours
- Battery Box with NEMA rated enclosure
- Side pole solar panel mount
- Power requirements: PoE IEEE 802.3af. Include injectors if required.
- Include cost for all required wiring, mounting, and installation
- Include cost to provide and install 20ft wood poles as indicated on site listing
- Include shipping/freight cost
- Warranty: Minimum 3 years on all components and wiring. Solar panels often come with much longer warranty – please include details as part of bid response.

For sites that require a combination of cellular and wireless connectivity, include:

- 5.8 GHz wireless bridge
- 4 port PoE af switch, 75 watts max

\*Please note: The site totals as well as project totals at the bottom must include all costs including hardware/software, installation, maintenance, shipping, etc.

Site #	Site Name	Site Description	Site Requirements	Site Total
1	Parking - Cathedral (Alameda Lot 9)	This site consists of one parking attendant booth and a pay station located in front of the booth. The requirement is to install one indoor camera (as per specs) inside the attendant booth. The desired view from this camera would be to cover the cash register and possibly the pay station located in front of the booth. This location has local power but no City network access so cellular is a requirement for connectivity. There is lighting in the booth, on the building, and on the poles in the parking lot area.	<ul style="list-style-type: none"> <li>* Cellular connectivity</li> <li>* AC power</li> <li>* 1 indoor camera</li> </ul>	\$ 1688.40
2	Parking - Cathedral (Lot 5)	This site consists of one parking attendant booth and a pay station located to the left front of the booth. The requirement is the install one indoor camera (as per specs) inside the attendant booth. The desired view from this camera would be to cover the cash register and possibly the pay station located in front of the booth. This location has local power but no City network access so cellular is a requirement for connectivity. There is lighting in the booth, on the building, and on the poles in the parking lot area.	<ul style="list-style-type: none"> <li>* Cellular connectivity</li> <li>* AC power</li> <li>* 1 indoor camera</li> </ul>	\$ 1688.40
3	Parking - City Hall Counting Room	This site is located in the basement of City Hall and is where all the coin from the parking meters is taken to be processed. There are two cameras in place today. The requirement is to replace the existing cameras using the same camera placement with two indoor cameras (as per specs). This site has local power, City network connectivity, and good lighting. It is located directly across the hall from a data/telecom closet.	<ul style="list-style-type: none"> <li>* Cellular connectivity</li> <li>* AC power</li> <li>* 2 indoor cameras</li> </ul>	\$ 999.60
4	Parking - Convention Center	This site consists of one parking attendant booth. The requirement is to install one indoor camera (as per specs) inside the attendant booth. The desired view from this camera would be to cover the cash register area. This location has local power, City network connectivity, and good lighting in the booth.	<ul style="list-style-type: none"> <li>* Cellular connectivity</li> <li>* AC power</li> <li>* 1 indoor camera</li> </ul>	\$ 615.60
5	Parking - Rail Yard Parking Lot	This site consists of a parking garage and attendant booth. There are three existing cameras in place today, two in the booth and one mounted on the outside of the booth to cover the entrance/exit. The requirement is to replace one of the existing indoor cameras in the booth using the same camera placement and remove the second camera in the booth. Replace the outdoor camera on the front of the building with an outdoor camera (as per specs) and replace the camera in the booth with an indoor camera (as per specs) There is City network access, local power, and lighting at this location.	<ul style="list-style-type: none"> <li>* Cellular connectivity</li> <li>* AC power</li> <li>* 1 indoor camera</li> <li>* 1 outdoor camera</li> </ul>	\$ 2048.40

6	Parking - Sandoval	<p>This site is a parking garage and consists of the parking attendant booth, the counting room, three entrances/exits. This site has existing cameras in place today. The requirement is to replace the existing cameras using the same camera placements. Two in the counting room with two indoor cameras (as per specs), add one indoor camera (as per specs) in the attendant booth, replace three outdoor cameras (as per specs) at the main entrance/exit, and one outdoor camera (as per specs) at the rear key card exit, no entrance at this location. There is a data closet located in the parking garage - see pictures.</p>	<ul style="list-style-type: none"> <li>* LAN</li> <li>* local power</li> <li>* 3 indoor cameras</li> <li>* 4 outdoor cameras</li> </ul>	\$ 6666.00
7	Parking - Water Street	<p>This site is a parking lot and consists of the parking lot and attendant booth. This site has three outdoor cameras and one indoor camera in place today. The requirement is to replace the three existing entrance/exit cameras using the same camera placements with three outdoor cameras (as per specs). The indoor camera will remain and must be integrated into the new system. One new camera location will be added on a vendor provided pole to cover the parking lot. This location has local power, good lighting, but no City network connectivity so it will require cellular connectivity.</p>	<ul style="list-style-type: none"> <li>* LAN</li> <li>* local power</li> <li>* 1 vendor provided pole</li> <li>* 4 outdoor cameras</li> </ul>	\$ 7002.00
<b>Parking - Total Project Cost for Remote Sites</b>			<b>7 Sites</b>	\$ 20708.40
			<b>18 Cameras</b>	

Site #	Site Name	Site Description	Site Requirements	Site Total
8	Parks - Atalaya @ St Johns	<p>This site consists of a large parking area and a trail head. The requirement is to install 5 cameras to replace the existing 5 false cameras using the same camera locations. The existing light poles may be used for mounting the cameras. There is no City network access so cellular connectivity will be required. Because this location has numerous cameras connected only via cellular, the requirement here is to provide a point to multi-point configuration. This will require only one camera site to have cellular connectivity out to the cellular network, the other 4 camera sites will relay information wirelessly back to the control unit. There is lighting from the light poles but no power available so solar power will also be a requirement for this site.</p>	<ul style="list-style-type: none"> <li>* Point to multi point (cellular and wireless bridge)</li> <li>* existing light poles</li> <li>* 5 outdoor cameras</li> </ul>	<p style="text-align: right;">\$ <u>23173.20</u></p>
9	Parks - Jaguar Drive	<p>This site consists of a turnaround and open space. The requirement is to install one outdoor camera (as per specs) mounted on one vendor provided pole. The desired view from this camera is to cover the parking area and the entrance to the open space. There is no City network access so cellular connectivity will be required. There is little to no lighting and no power available so solar power will also be required.</p>	<ul style="list-style-type: none"> <li>* 1 single solar</li> <li>* 1 single cellular</li> <li>* 1 vendor provided pole</li> <li>* 1 outdoor camera</li> </ul>	<p style="text-align: right;">\$ <u>5250.00</u></p>
10	Parks - Las Acequias Parking Lot	<p>This site consists of a parking lot and park. The requirement for this site is to install three outdoor cameras (as per specs). Two outdoor cameras mounted on existing light pole located in the parking area. The desired view from these cameras is to cover the parking area. Install one outdoor camera on existing light pole located by the basketball courts. The desired view from this camera is to cover the shade structure. There is no City network access so cellular connectivity is a requirement. Because this location has numerous cameras connected only via cellular, the requirement here is to provide a point to multi-point configuration. This will require only one camera site to have cellular connectivity out to the cellular network, the other 2 camera sites will relay information wirelessly back to the control unit. The lighting was good but there was no power available so solar power will also be a requirement for this site.</p>	<ul style="list-style-type: none"> <li>* Point to multi point (cellular and wireless bridge)</li> <li>* 1 single solar</li> <li>* 1 dual solar</li> <li>* existing light poles</li> <li>* 3 outdoor cameras</li> </ul>	<p style="text-align: right;">\$ <u>17239.20</u></p>

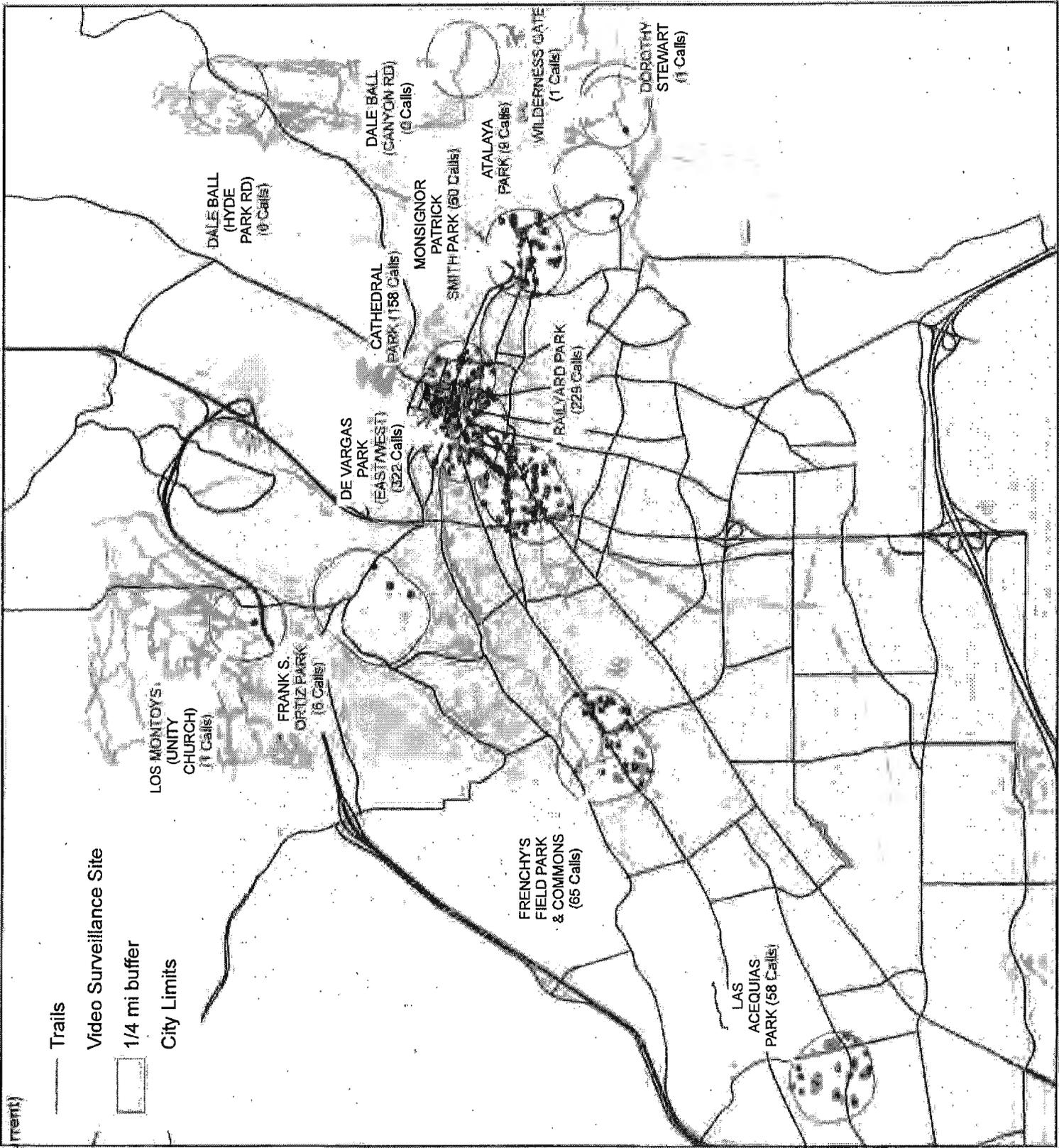
11	Parks - Los Montoyas Unity Church	This site consists of a small parking area and a trail head. The requirement at this location is to install one outdoor camera (as per specs) on vendor provided pole. The desired view from this camera is to cover the parking area as well as the trail head. There is no City network access so cellular connectivity will be a requirement. There was little to no lighting and no power available so solar power will also be required.	* 1 single solar * 1 single cellular * 1 vendor provided pole * 1 outdoor camera	\$ 5178.00
12	Parks - Patrick Smith Park	This site consists of a parking lot. The requirement at this location is to install two outdoor cameras mounted on one vendor provided pole. The desired view from these cameras would be to cover the parking lot entrance and the parking area. There is no City network access so cellular connectivity will be required. There was little to no lighting and no power so solar power will also be required.	* 1 dual solar * 1 dual cellular * 1 vendor provided pole * 2 outdoor cameras	\$ 6604.80
13	Parks - Powerline Road	This site consists of one main entrance to a water tank area. The requirement is to install one outdoor camera (as per specs) on vendor provided pole. The desired view from this camera would be to cover the entrance/exit to this area. There is no City network access so cellular connectivity will be required. There is no lighting and no power so solar power will also be required.	* 1 single solar * 1 single cellular * 1 vendor provided pole * 1 outdoor camera	\$ 5858.00
14	Parks - Railyard Park	This site consists of several structures including public restrooms and storage areas. The requirement for this site is to install two outdoor cameras (as per specs). One outdoor camera mounted on existing light pole overlooking the storage area and one outdoor camera mounted on existing light pole in the parking lot to view the restroom area. There is no City network access so cellular connectivity will be a requirement. There was no power available so solar power will also be a requirement for this site.	* 2 single solar * 2 single cellular * existing light poles * 2 outdoor cameras	\$ 9696.00
15	Parks - Zia	This site is a small dirt parking lot. The requirement here is to install one outdoor camera (as per specs) on an existing pole. The desired view from this camera would be to cover parking area and the entrance/exit. There is no City network access so cellular connectivity will be required. There was little to no lighting and no power so solar power will also be required.	* 1 single solar * 1 single cellular * 1 vendor provided pole * 1 outdoor camera	\$ 5058.00



Optional Configurations		
Storage - Solution Total ( 2 years storage - minimum 30 days online)	Shared by All Locations	\$ 19500.00
Hosted Archive Solution - Annual Cost	Shared by All Locations	\$ 12240.00
<b>Grand Total Project Cost</b>		<b>\$ 253717.52</b>

**Responses Calls (2014 to Current)**

- DEPT\_DESC
- (12)
- DEPARTMENT CLASSIFICATION \* (148)
- ABANDONED VEHICLE (1)
- ACCIDENTAL DAMAGE TO PROPERTY (1)
- AGGRAVATED D.W.I. ALCOHOL/DRUGS (M) (7)
- ASSAULT/BATTERY (AGGRAVATED) (6)
- ASSAULT/BATTERY (SIMPLE) (14)
- ASSISTANCE (6)
- ASSISTING OTHER AGENCY (2)
- AUTO THEFT (3)
- BURGLARY (ATTEMPTED) (4)
- BURGLARY (AUTO) (6)
- BURGLARY (COMMERCIAL) (10)
- BURGLARY (RESIDENTIAL) (21)
- CARELESS DRIVING (1)
- CHILD ABUSE (2)
- CONCEALING IDENTITY (2)
- CONTRIBUTING TO DELIQUENCY OF MINOR (1)
- CRIMINAL DAMAGE (GRAFFITI) (4)
- CRIMINAL DAMAGE/MANDALIMINJURY (17)
- D.W.I. ALCOHOL/DRUGS (13)
- DISORDERLY CONDUCT ALL OTHERS (11)
- DISORDERLY CONDUCT FIGHTING (2)
- DISORDERLY CONDUCT RESISTING OFFICER (2)
- DISORDERLY CONDUCT TRESPASSING (10)
- DISORDERLY CONDUCT UNLFL USE PHONE (6)
- DOCUMENTED INFORMATION (6)
- DOMESTIC - FAMILY ABUSE/ARGUMENT (3)
- DOMESTIC VIOLENCE (16)
- E.I.C. (12)
- EMBEZZLEMENT (2)
- ESTRAY (5)
- FAMILY IN NEED OF SERVICES (ADULT) (2)
- FORGERY (2)
- FOUND PROPERTY (4)
- FRAUD (8)
- FUGITIVE FROM JUSTICE (2)
- HARASSMENT (6)
- INDECENT EXPOSURE (1)
- JUDGEMENT & SENTENCE (4)
- JUVENILE - C.H.I.N.S. (1)
- JUVENILE - F.I.N.I.S. (1)
- LARCENY (ALL OTHER) (40)
- LARCENY (AUTO PARTS/ACCESSORIES) (1)
- LARCENY (BICYCLE) (2)
- LARCENY (FROM AUTO) (1)
- LARCENY (FROM BUILDING) (4)
- LARCENY (PURSE SNATCHING) (1)
- LARCENY (SHOPLIFTING) (6)
- LIQUOR LAW VIOLATIONS (OTHER) (13)
- LOCATED MISSING PERSON (1)
- LOST PROPERTY (2)
- MENTAL HOLD/COMMITMENT/INCOMPETENT
- MINOR IN POSSESSION OF ALCOHOL (1)
- MINOR UNDER THE INFLUENCE (3)
- MISSING PERSON (4)
- MISSING PERSON JUVENILE - RUNAWAY (3)
- MOTOR VEHICLE ACCIDENT (HIT & RUN) (27)
- MOTOR VEHICLE ACCIDENT (INJURY) (11)
- MOTOR VEHICLE ACCIDENT (NON-INJURY) (72)
- MOTOR VEHICLE ACCIDENT (PRVT/PROPT) (4)
- OTHER TRAFFIC VIOLATIONS (2)
- POSSESSION OF CONTROLLED SUBSTANCE (10)
- POSSESSION OF DRUG PARAPHERNALIA (15)
- POSSESSION OF MARIJUANA (OVER & OZ) (1)
- POSSESSION OF MARIJUANA (UNDER 802) (9)
- PROBATION VIOLATION (1)
- RECKLESS DRIVING (1)
- REMAND AND RELEASE (57)
- RUNNING AT LARGE (4)
- SUSPICIOUS ACTIVITY (3)
- SUSPICIOUS DEATH (1)
- TEMPORARY RESTRAINING ORDER (4)
- TRANSPORT ORDER (7)
- UNATTENDED DEATH (6)
- UNLAWFUL CARRY/POSSESSION OF WEAPON (6)
- UNLAWFUL USE OF TELEPHONE (1)
- VEHICLE IMPOUNDMENT (10)
- VIOLATION ORDER OF PROTECTION (TRO) (3)
- WARRANT SERVICE (81)
- WEL : CHECK (1)





March 5, 2015

TO: Renee Martinez  
IT Director  
City of Santa Fe  
505.955.5580

[rjmartinez@ci.santa-fe.nm.us](mailto:rjmartinez@ci.santa-fe.nm.us)

RE: Security Camera Surveillance System / PSA #13-0283 / PO#1314476-000-OP

The following "Park Sites" have been reviewed by city staff and have been recommended to proceed to finalization of this project. Once Chavez Security Inc. (CSI) gets your authorization the project should move quickly. *Please note: The following photos do not depict the exact positioning of each camera.*

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**Site #1 Sierra Del Norte (Dale Ball).**

It has been suggested by the Governing Body that this site be the number one priority. This area is very remote and has no lighting other than the pole in the background, no power, and no network connectivity. City staff is in the process of providing power and retention of historical data will be retained locally.



This site is very similar to that of its sister site Dale Bale (Canyon Road) which is completed and fully functional. When installed, it will look similar to this.

**View of installation**



**View of camera image of entrance**



**View of camera image of parking area**



**CSI Shall Provide:**

- (2) Outdoor Cameras as per spec**
  - (2) Pendants**
  - (1) Pole with mountings**
  - (1) CSI Box which shall contain all equipment for historical data retention**
- All Electrical work once power is available**

**Site #2**

**CATHEDRAL PARK**



**CSI Shall Provide:**

**(2) Outdoor Cameras as per spec**

**(2) Pendants**

**(1) CSI Box which shall contain all equipment for historical data retention**

**(2) Ubiquity Nano m-5**

**All Electrical work**

Note: All exposed equipment will be in the color as per required by the Historical District.

**Site #3**

**W. DEVARGAS PARK**



**CSI Shall Provide:**

**(3) Outdoor Cameras as per spec**

**(2) Pendants**

**(1) CSI Box which shall contain all equipment for historical data retention**

**(2) Ubiquity Nano m-5**

**All Electrical work**

Note: All exposed equipment will be in the color as per required by the Historical District.

**Site #4**

**FRENCHY'S PARK**



**CSI Shall Provide:**

**(4) Outdoor Cameras as per spec**

**(2) Pendants**

**(1) Pole with mountings**

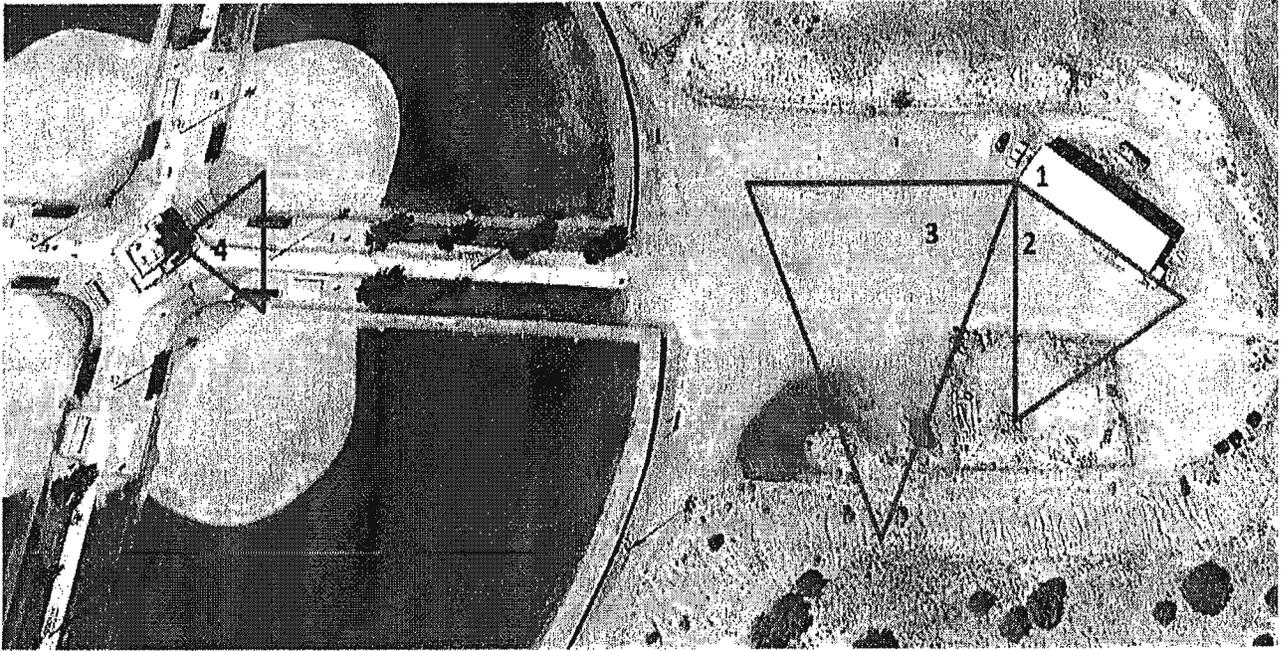
**(1) CSI Box which shall contain all equipment for historical data retention**

**(2) Ubiquity Nano m-5**

**All Electrical work**

**Site #5**

**MRC**



**CSI Shall Provide:**

**(3) Outdoor Cameras/1.3 CSI-HIK**

**(2) Pendants**

**(1) In-door Camera**

**(1) CSI Box which shall contain all equipment for historical data retention**

**(2) Ubiquiti Nano M-5 + (2) Mounting Poles**

**All Electrical work**

**Site #6**

**ORTIZ PARK**



**CSI Shall Provide:**

- (2) Outdoor Cameras as per spec**
  - (1) Pole with mountings**
  - (1) CSI Box which shall contain all equipment for historical data retention**
- All Electrical work once power is available**

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**SUMMARY OF BUDGET:**

- 1. Equipment/Software "Solutions for Central Site" \$122,833.50 PAID**
- 2. Security camera surveillance system PARKING SITES \$ 52,820.93 PAID**
- 3. Security camera surveillance system PARK SITES \$ 43,909.16 PAID**

---

**4. The available funding for this project is \$35,965.66 and the approximate cost for the above 6 sites is approximately \$35,865.66.**

*Peso Chavez* Peso Chavez-Owner/President

1925 Aspen Dr. Suite 703

Santa Fe, NM 87505

505.988.2663 W | 505.670.0999 C [peso@chavezsecurity.com](mailto:peso@chavezsecurity.com)

**ACTION SHEET  
ITEM FROM PUBLIC SAFETY COMMITTEE MEETING OF 03/17/15**

<b>ISSUE: Request to Approve Final City Video Surveillance Sites</b>
<b>PUBLIC SAFETY COMMITTEE ACTION: Recommended approval</b>
<b>SPECIAL CONDITIONS OR AMENDMENTS:</b>
<b>STAFF FOLLOW UP:</b>

VOTE	FOR	AGAINST	ABSTAIN
CHAIRPERSON DIMAS	X		
VICE-CHAIRPERSON HARRIS	X		
MEMBER MIKE MIER	X		
MEMBER NANCY OWEN-LEWIS	X		
MEMBER PETER MIZRAHI	X		
MEMBER MIKE BOWEN	ABSENT		
MEMBER ERIC JOHNSON	ABSENT		
MEMBER DAVID TRUJILLO	X		
MEMBER JOE ARELLANO	X		

DISK fc1/fcmissue

# City of Santa Fe, New Mexico

# memo

**DATE:** April 19, 2013  
**TO:** Finance Committee  
**FROM:** Robert Rodarte, Purchasing Officer  
Purchasing   
**VIA:** Marcos A. Tapia, Finance Director  
Finance  
**ISSUE:** Award of Bid # '13/10/B  
Security Camera Surveillance System

## SUMMARY:

On March 15, 2013, four bids were received for the procurement of the above referenced equipment and service as follows:

	<u>Bid Amount</u>	<u>Local Preference</u>
<b>Chavez Security, Inc., Satna Fe</b>		
Total Project Cost for Remote Sites (7)	\$ 20,708.40	\$260,259.77
Parking Central Site Solution Share (18)	\$ 65,229.84	
Total Project Cost for Remote Sites (8)	\$145,257.20	
Parks Central Site Solution Share (16)	\$ 57,982.08	
Servers Total Solution Cost	\$ 93,280.00	
Video Mgt. Software Total Solution Cost	\$ 28,468.00	
Storage Total Solution Cost (2wks storage online)	\$ 0.00	
Spare Camera Unit Cost – Indoor	\$ 360.00	
Spare Camera Unit Cost – Outdoor	\$ 1,104.00	
Grand Total for all Remote Site & Central Site	<u>\$289,177.52</u>	
Total Project Cost Remote Sites (8) (Mobile video)	- \$ 67,200.00	
Storage Solution Total (6mths storage)	\$ 13,500.00	
Storage Solution Total (2 yrs. storage)	\$ 19,500.00	
Hosted Archive Solution Annual Cost	\$ 12,240.00	
Storage Solution Total (6mths storage)	- \$ 13,500.00	
Total Bid Amount	<u>\$253,717.52</u>	
<b>Senspex, Inc., Albuquerque</b>		
Total Project Cost for Remote Sites (7)	\$ 41,777.58	
Parking Central Site Solution Share (18)	\$ 53,899.02	
Total Project Cost for Remote Sites (8)	\$170,243.51	
Parks Central Site Solution Share (16)	\$ 56,735.81	
Servers Total Solution Cost	\$ 20,905.29	
Video Mgt. Software Total Solution Cost	\$ 26,760.91	
Storage Total Solution Cost (2wks storage online)	\$ 62,062.75	
Spare Camera Unit Cost – Indoor	\$ 1,388.41	
Spare Camera Unit Cost – Outdoor	\$ 2,312.51	
Grand Total for all Remote Site & Central Site	<u>\$436,085.79</u>	
Total Project Cost Remote Sites (8) (Mobile video)	- \$106,021.80	

Storage Solution Total (6mths storage)	\$ 87,228.77
Storage Solution Total (2 yrs. storage)	\$ 208,710.96
Hosted Archive Solution Annual Cost	\$ 10,904.40
Storage Solution Total (6mths storage)	- \$ 87,228.77
Total Bid Amount	<u>\$ 549,679.35</u>

**Simard Electric Serivces, LLC, Albuquerque**

Total Project Cost for Remote Sites (7)	\$ 59,686.47
Parking Central Site Solution Share (18)	\$ 190,259.46
Total Project Cost for Remote Sites (8)	\$ 129,875.58
Parks Central Site Solution Share (16)	\$ 169,119.52
Servers Total Solution Cost	\$ 29,438.89
Video Mgt. Software Total Solution Cost	\$ 3,845.45
Storage Total Solution Cost (2wks storage online)	\$ 6,634.45
Spare Camera Unit Cost – Indoor	\$ 558.57
Spare Camera Unit Cost – Outdoor	\$ 963.86
Grand Total for all Remote Site & Central Site	<u>\$ 600,382.25</u>
Total Project Cost Remote Sites (8) (Mobile video)	- \$ 206,038.66
Storage Solution Total (6mths storage)	\$ 101,078.89
Storage Solution Total (2 yrs. storage)	\$ 380,942.23
Hosted Archive Solution Annual Cost	\$ 275,063.21
Storage Solution Total (6mths storage)	- \$ 101,078.89
Total Bid Amount	<u>\$1,050,349.03</u>

**Lockwood Construction, Santa Fe**

Total Project Cost for Remote Sites (7)	\$ 192,846.18	\$1,016,185.14
Parking Central Site Solution Share (18)	\$ 192,846.18	
Total Project Cost for Remote Sites (8)	\$ 97,660.86	
Parks Central Site Solution Share (16)	\$ 524,755.20	
Servers Total Solution Cost	\$ 102,240.50	
Video Mgt. Software Total Solution Cost	\$ 14,318.38	
Storage Total Solution Cost (2wks storage online)	\$ 2,604.29	
Spare Camera Unit Cost – Indoor	\$ 911.50	
Spare Camera Unit Cost – Outdoor	\$ 911.50	
Grand Total for all Remote Site & Central Site	\$1,129,094.59	
Total Project Cost Remote Sites (8) (Mobile video)	- \$ 97,660.86	
Storage Solution Total (6mths storage)	\$ 26,191.34	
Storage Solution Total (2 yrs. storage)	\$ 28,967.51	
Hosted Archive Solution Annual Cost	\$ N/A	
Storage Solution Total (6mths storage)	- \$ 26,191.34	
Total Bid Amount	<u>\$1,255,722.96</u>	

The using department has reviewed the bid and recommends the award to Chavez Security, Inc., Santa Fe in the amount of \$253,717.52. The mobile video and the 6mth storage are not included in the award.

Budget is available as outlined in memo of recommendation from using department.

**ACTION:**

It is requested that this recommendation of award to Chavez Security, Inc., Santa Fe in the total amount of \$253,717.52 be reviewed, approved and submitted to the City Council for its consideration.

**Attachments:**

1. Memo of recommendation from the using division.
2. Bid tabulation sheet.
3. Copy of the agreement between the owner and contractor.

CITY OF SANTA FE  
PURCHASING OFFICE  
BID TABULATION SHEET

Security Camera Surveillance System

DATE: 03/15/13	Chavez Security, Inc., Santa Fe	Senspex, Inc. Albuquerque	Simard Electric Services, L.L.C., Albuquerque	Lockwood Construction, Santa Fe
BID: #13/15/B	BID AMOUNT	BID AMOUNT	BID AMOUNT	BID AMOUNT
PREPARED BY: SHIRLEY R.				
ITEM & DESCRIPTION	BID AMOUNT	BID AMOUNT	BID AMOUNT	BID AMOUNT
Total Project Cost for Remote Sites (7)	\$20,708.40	\$41,777.58	\$59,686.47	\$192,846.18
Parking Central Site Solution Share (18)	\$65,229.84	\$53,899.02	\$190,259.46	\$192,846.18
Parking Grand Total	\$85,938.24	\$95,676.60	\$249,642.93	\$385,692.48
Total Project Cost for Remote Sites (8)	\$145,257.20	\$170,243.51	\$129,875.58	\$97,660.86
Parks Central Site Solution Share (16)	\$57,982.08	\$56,735.81	\$169,119.52	\$524,755.20
Parks Grand Total	\$203,239.28	\$226,979.32	\$298,995.10	\$622,416.06
Servers Total Solution Cost	\$93,280.00	\$20,905.29	\$29,438.89	\$102,240.50
Video Mgt Software Total Solution Cost	\$28,468.00	\$26,760.91	\$3,845.45	\$14,318.38
Storage Total Solution Cost (2wks storage online)	Included	\$62,062.75	\$16,634.45	\$2,604.29
Spare Camera Unit Cost - Indoor	\$360.00	\$1,388.41	\$558.57	\$911.50
Spare Camera Unit Cost - Outdoor	\$1,104.00	\$2,312.51	\$963.86	\$911.50
Grand Total for all Remote Site & Central Site	\$289,177.52	\$436,085.79	\$582,225.22	\$1,129,094.59
Local Preference	\$260,259.77			\$1,016,185.14
Storage Solution Total (6mths storage)	\$13,500.00	\$87,228.77	\$101,078.89	\$26,191.34
Storage Solution Total (2 yrs storage)	\$19,500.00	\$208,710.96	\$380,942.23	\$28,967.51
Hosted Archive Solution Annual Cost	\$12,240.00	\$10,904.40	\$275,063.21	N/A
<b>SUBMITTAL REQUIREMENTS</b>				
BID BOND	X	X	X	X
EQUAL EMPLOYMENT	X	X	X	X
NON-SEGREGATED FACILITIES	X	X	X	X
NON-COLLUSION AFFIDAVIT	X	X	X	X
SUBCONTRACTORS LISTING	X	X	X	X
NM RESIDENT PREFERENCE NUMBER	X	X	X	X
RECEIPT ADDENDUM #1	X	X	X	X
RECEIPT ADDENDUM #2	X	X	X	X
RECEIPT ADDENDUM #3	X	X	X	X

# City of Santa Fe, New Mexico

# memo

**DATE:** April 18, 2013  
**TO:** City Council  
**FROM:** Thomas J. Williams, ITT Division Director *TJW*  
**VIA:** Marcos Tapia, Finance Director  
**VIA:** Robert Romero, City Manager  
**ISSUE:** Bid # '13/10/B – Staff Recommendation of Award

**SUMMARY:**

On January 21, 2012 the City of Santa Fe issued a Request for Bids (# '13/10/B) for a citywide video surveillance system with initial installations of 34 cameras at 15 sites that consist of parks, trails and parking facilities. The award recommendation of staff is for Chavez Security, Inc., in the amount of \$253,717.52.

**The following is a breakdown of the costs:**

- Remote & Central Site Equipment (15 sites) **\$221,977.60**
- Video Storage (2 years archived storage) **\$19,500.00**
- Cloud Hosted Archive (1st Year) **\$12,240.00**

**These costs will be charged to the following funds:**

- 32137 (Parks CIP) **\$100,000**
- 22225 (Police Alarm Ordinance Fund) **\$123,000**
- 52155 (Parking) **\$30,717.52**

**Contingencies Requested:**

- Wage Rate Contingency **\$6500.00**
- Mobile Video Trailer Rental **\$5,000.00**
- Data Circuit Charges (1st Year) **\$6,000.00**

**ACTION:**

Staff recommendation to award Bid # '13/10/B to Chavez Security, Inc., in the amount of \$253,717.52