



**COMMISSION  
AGENDA MEMORANDUM**

**Item No.** 6j

**ACTION ITEM**

**Date of Meeting** April 14, 2020

**DATE:** March 10, 2020  
**TO:** Stephen P. Metruck, Executive Director  
**FROM:** Stuart Mathews, Director, Aviation Maintenance  
Ryan Pazaruski, Senior Manager, Aviation Maintenance  
**SUBJECT:** Support services for the Genetec video management system

**Amount of this request:** \$1,200,000  
**Total estimated project cost:** \$1,200,000

**ACTION REQUESTED**

Request Commission authorization for the Executive Director to execute a contract for Video Management System (VMS) technical support services at Seattle-Tacoma International Airport for a term of up to five years, with an estimated cost of \$1,200,000.

**EXECUTIVE SUMMARY**

Genetec is the software and hardware system that supports Video Management at the Seattle-Tacoma International Airport (Airport). The approval of this request will provide maintenance support services for the VMS. The system allows monitoring of a large array of cameras and provides services for several stakeholders at the Airport to include Security, Operations and Maintenance. The Genetec system provides a platform to coordinate all these cameras and video functions. This support services contract will provide technical support during the upgrades to the existing system.

**JUSTIFICATION**

Security cameras and video information are critical to Airport Security and Operations. The Video Management System provides critical camera and video footage of Airport spaces assisting in resolving security breaches, injuries, accidents, etc. Port staff is proposing to continue to use service providers to perform technical support service for the VMS to supplement internal resources. This will aid Port staff in providing the level of service necessary for the Airport.

This maintenance service agreement is necessary to ensure software updates and system upgrades are implemented in a timely and secure fashion. Technical support for these systems in the form of software and hardware maintenance, trouble shooting, and root cause investigation will be included in the deliverable services. These are critical to ensure the Genetec VMS remains fully capable.

Meeting Date: April 14, 2020

**DETAILS**

It is anticipated that the contract will be structured with an initial two-year duration and incorporate 3 one-year extension options. The existing system includes over 1,500 cameras and several federal agencies sites and is growing rapidly. Due to facilities currently in construction, it is anticipated the system will have approximately 3,000 cameras in the near future.

Federal agencies sites are utilized to share some, but not all, camera views with non-Port entities such as Airlines and Government partners. Approval of this request will also include video system utilized by CBP in the IAF as Aviation Maintenance staff will be maintaining the system on behalf of the CBP.

Currently, the Airport utilizes Genetec’s Mission Control System. Genetec authorizes approximately seven unique service providers for this system. If approved, the preferred alternative will allow for a competitive process amongst these multiple service providers.

***Scope of Work***

- (1) Provide software upgrades as they are released by the developer.
- (2) Provide download services for patching, bug fixes and enhancements.
- (3) Provide technical service remotely via telephone as necessary in support of on-site staff 24/7.

***Schedule***

*Activity*

Issue Solicitation	2020 Quarter 2
Award Contract	2020 Quarter 2
In-use date	2020 Quarter 3

**ALTERNATIVES AND IMPLICATIONS CONSIDERED**

**Alternative 1** – Execute annual one-year contracts.

Cost Implications: \$280,000 estimated average annually over 5 years.

Pros:

- (1) This alternative allows staff to switch between service providers.

Cons:

- (1) Additional work is required for staff to perform a competitive process every year.
- (2) Annually re-competing the process can lead to cost uncertainty year over year.
- (3) Pricing may be higher than a multi-year contract due to the lack of a long-term commitment.

This is not the recommended alternative.

Meeting Date: April 14, 2020

**Alternative 2** – Procure a two-year contract with three one-year renewals.

Cost Implications: \$1,200,000

Pros:

- (1) Costs may be lower due to the security of a longer-term commitment. The two-year contract with up to 3 option-years provides the Port with some flexibility if the service being provided is unsatisfactory, yet provides for a longer term of service if the Port is satisfied.

Cons:

- (1) This alternative commits the Port financially for a longer period of time.

***This is the recommended alternative.***

**FINANCIAL IMPLICATIONS**

***Annual Budget Status and Source of Funds***

These service contract costs are included in Aviation Maintenance’s annual operating budget. The amount of \$196,400 was included in the 2020 operating budget, suggesting there will be an annual increase going forward. This is due primarily to the large number of cameras being added to the system as new facilities are brought on line, and the associated licensing and maintenance fees. The funding source will be the Airport Development Fund.

**ATTACHMENTS TO THIS REQUEST**

None

**PREVIOUS COMMISSION ACTIONS OR BRIEFINGS**

None