



Amway Center • Bob Carr Performing Arts Centre • Florida Citrus Bowl  
Tinker Field • Harry P. Leu Gardens • Mennello Museum • Public Art

## **MEMORANDUM**

**To: David Billingsley, Chief Procurement Officer**

**From: Eric Hutcherson, Fiscal Manager – Orlando Venues**

**Date: November 17, 2015**

**Subject: Request to standardize SimplexGrinnell service**

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The Orlando Venues Department is requesting your assistance with the standardization of services and equipment through a Negotiated Procurement with SimplexGrinnell for the daily security operations at the Orlando Citrus Bowl. Specifically, the Orlando Venues Department is seeking to standardize recurring service from SimplexGrinnell for inspection, testing and repair of the CCTV Security System at the Orlando Citrus Bowl.

The reason for the standardization request is that the Citrus Bowl currently maintains specific CCTV camera equipment provided through the recent Citrus Bowl reconstruction project. The equipment used as part of this security system is extensively used to monitor high profile areas and entrances inside the Orlando Citrus Bowl. SimplexGrinnell is the exclusive provider of security service to maintain this equipment and follows equipment specific protocols that cannot be found from another vendor.

In summary, the Orlando Venues Department's request for standardization and the approval and execution of the agreement from January 1, 2016 – December 31, 2020 with SimplexGrinnell for the estimated cost of \$118,510.00, the preferred way to reliably maintain our CCTV system at the Orlando Citrus Bowl.

Please do not hesitate to contact me at 407-440-7050 if you have questions or concerns.

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