

**STATE OF NEW YORK
EXECUTIVE DEPARTMENT - OFFICE OF GENERAL SERVICES**

MEMORANDUM

TO : Frank Peris

March 14, 2002

FROM : Ajai Shankar, P.E.

SUBJECT : Justification for a Specific Allowance Included in Project No 41169-E
Allowance for Digital Video/Audio Recording System
Project Estimated Bid Amount: \$1,174,000
Allowance Amount: \$230,805

Project Title: Project No. 41169
Provide CCTV And Audio Monitoring System
Special Housing Unit
Sing Sing Correctional Facility
354 Hunter Street
Ossining, New York

1. What is the purpose of this allowance?

The purpose of this allowance is to provide unattended "real-time" video and audio recording of CCTV cameras and microphones which are to be located in the Special Housing Unit at the facility. There will be one CCTV/Audio Monitoring System being installed at the facility and the system will require one Digital Video/Audio Recording System.

2. Why is the specific allowance necessary?

Loronix Information Systems' Digital Video/Audio Recording System is the only system available that meets the Department of Correctional Services requirements' for unattended real-time recording of both video and audio signals.

The use of VCR's (the most commonly used recording method) to record the video and audio signals would require additional staff on all shifts. The additional staff would be needed to change and archive the videotapes of over 24 VCR's for each shift. The VCR's will also have to be periodically serviced and replaced.

Loronix Information Systems' Digital Video/Audio Recording System will provide constant unattended recording of all video and audio signals for up to 14 days.

3. Who requested the specific allowance?

The Department of Correctional Services has requested that Loronix Information Systems' Digital Video/Audio Recording System be provided for this facility. Aertthedathu Job of OGS Design requested the specific allowance quotation from Loronix Information Systems.

4. **What criteria was utilized in establishing the Specific Allowance Price?**
The price of this allowance was based on the cost of the Loronix Information Systems' Digital Video/Audio Recording Systems being installed at Five Points Correctional Facility, Auburn Correctional Facility and Downstate Correctional Facility. Based on the cost of these systems and the requirements of the system to be used at Sing Sing Correctional Facility a cost of \$230,805 was determined.
5. **Who determined the allowance was reasonable?**
Ajai Shankar, the Project Team Leader responsible for the project.

cc: OPC, DOC, BCC, R. Bodane, C. Parnett