

**Justin S. Greene**  
*Commissioner, District 1*

**Anna Hansen**  
*Commissioner, District 2*

**Camilla Bustamante**  
*Commissioner, District 3*



**Anna T. Hamilton**  
*Commissioner, District 4*

**Hank Hughes**  
*Commissioner, District 5*

**Gregory S. Shaffer**  
*County Manager*

## MEMORANDUM FOR FILE

DATE: September 24, 2024

TO: File

FROM: Bill Taylor, Procurement Manager *BT*

RE: Sole Source Determination per Section 13-1-126 NMSA 1978 with Sinclair Cybernetics Software and Programming Services for a Total Amount of \$44,507.62, Inclusive of NM GRT.

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### **BACKGROUND:**

In 2017 the door control system at the Santa Fe County Adult Detention Facility (“Facility”) was designed, engineered and installed by Sierra Detention Systems. Sierra Detention Systems was then acquired by Sinclair Cybernetics in 2019. The Human Machine Interface (HMI) personal computers for the door control system contains specialized and unique software that interfaces with the door and intercom hardware, as well as the surveillance camera system.

The Facility’s HMI system require updates be installed and custom programming on seven (7) PC’s that are installed in all SFCADF control rooms, due to age and available security patches and enhancements.

### **DETERMINATION:**

Due to the unique intellectual properties of Sinclair Cybernetics software, and the critical security requirements of the Facility, and the uniqueness is substantially related to the intended purpose of the purpose of HMI updates, it is the determination of the County central purchasing office that this purchase may be awarded without competitive sealed bids pursuant to NMSA 1978, 13-1-126 Sole Source Procurement.

### **Contract Information:**

Vendor: Sinclair Cybernetics  
PO Box 630512  
Highland Ranch, Colorado 80163

### SCOPE OF WORK

102 Grant Avenue · P.O. Box 276 · Santa Fe, New Mexico 87504-0276 · 505-986-6200 · FAX:  
505-995-2740 www.santafecountynm.gov

**SCOPE OF WORK:**

Sinclair proposes to configure and install (6) six computer workstations plus (1) one spare on owner provided hardware.

This proposal includes the labor needed to program the new computers with the current configuration and upgrade software to latest version. Six of the seven units will be setup to replace the active computers and one computer will be configured as a spare.

- Total Amount **\$ 44,507.62 Inclusive of NM GRT**

Attached: Cost Proposal



**Proposal Letter 2023070701 Dated: 08/31/2024**  
**Pricing valid for 60 days from date shown above**

**To: Jaison Dixon**  
**Santa Fe County Detention**  
**505-986-2451**

**Project: Santa Fe HMI computer upgrade**

Sinclair Cybernetics is pleased to offer this proposal for the above referenced project as follows:

**SCOPE OF WORK**

Sinclair proposes to configure and install (6) six computer workstations plus (1) one spare on owner provided hardware. This proposal includes the labor needed to program the new computers with the current configuration and upgrade software to latest version. Six of the seven units will be setup to replace the active computers and one computer will be configured as a spare.

**Security Electronics:**

- Price valid for this owner provided hardware configuration. If the hardware deviates from this configuration the computers will need to be re-evaluated for any potential performance issues. The Indusoft HMI environment that the system is built on now supports Windows 10 or 11 Pro and either of these OS versions can be implemented. This configuration involves pretesting of the complete systems before re-packaging and installing on site. Also included are final configuration changes that may be required during installation.

- Dell Desktop Workstations with New Windows 11 Pro licensing
  - Intel® i7-13700 or higher (16core, 2.1-5.1GHz, 30MB cache)
  - Windows 11 Professional
  - 16GB Ram
  - 265GB Minimum SSD
  - 265GB Minimum SSD
  - RAID 1
  - NO optical drive, preferred for improved system security.
- Indusoft
  - Upgrade from 7.0 to most current version when upgrade is performed. Version 20.0.2 or higher.

- **Inclusions**
  - **Proposal assumes travel and installation will be covered by one of the regular maintenance visits. Addition site trip for this install can be quoted upon request.**
  - (56) Hrs Programming/Setup/Configuration
  - (14) Hrs Project oversight (Logistics, pre-configure setup and re-package)
  - Upgraded Indusoft licensing for workstations.
  - Upgrades to supporting software required for compatibility on new OS.
  - Configurations to support a more hardened security profile on the systems.

- **Exclusions**
  - Expedited materials cost to improve project schedule
  - Any additional work not mentioned above in the scope or inclusions



**Base Bid**

Description	Each	Total
Shipping of computers from Sinclair after configuration (Qty 7)	\$56.93	\$398.51
Setup, programming, repackage and project oversite (Qty 7)	\$2,272.73	\$15,909.11
Indusoft version upgrade (Qty 6)	\$4,700.00	\$28,200.00

**Total BID** **\$44,507.62**

Authorized Facility Representative: (Print/Sign) \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Please contact me immediately with any questions or concerns about this proposal.  
Technical contact,



**Sinclair Cybernetics**  
Jeff Ward  
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[jward@sinclaircybernetics.com](mailto:jward@sinclaircybernetics.com) | [www.sinclaircybernetics.com](http://www.sinclaircybernetics.com)