10	**AGENDA ITEM** **ST. JOHNS COUNTY BOARD OF COUNTY COMMISSIONERS**
	Deadline for Submission - Wednesday 9 a.m. – Thirteen Days Prior to BCC Meeting

11/3/2026

BCC MEETING DATE

TO: **Joy Andrews, County Administrator** **DATE:** **October 1, 2026**

FROM: **Jaime Locklear, Director, Purchasing** **PHONE:** **904 209-0158**

SUBJECT OR TITLE: **IFB 21-95; Fire and/or Burglar Alarm Systems Installation, Service, Inspection, and Monitoring - Ratification and Contract Extension through March 31, 2027.**

AGENDA TYPE: **Consent Agenda, Contract, Resolution**

BACKGROUND INFORMATION:

On August 25, 2021, the County entered into Contract No: 21-MCC-VIL-14008 with Village Key and Alarm, Inc., dba VKA Security, for the provision of services specified within IFB No: 21-95; Fire and/or Burglar Alarm Systems Installation, Service, Inspection, and Monitoring. The contract expired on September 30, 2026, and additional time is required to prepare an updated scope of services and issue a new solicitation for these Services. In order to ensure services continue to be performed for the monitoring, repair and services for the County's fire and/or burglar alarm systems throughout county facilities, it's recommended to approve a 6-month extension to prevent a gap in service performance. Contract Amendment #52 was executed for a thirty (30) day extension to allow services to continue while the six month extension is routed for approval by the BOCC. Additionally, in order to ensure continued performance, an hourly rate increase to $90 was granted, as it remains at the low end of the market for hourly rates for this type of service. Contract Amendment #53 will extend the contract for an additional five (5) months, through and until March 31, 2027. Staff recommends approval for the ratification of Contract Amendment No# 52, and execution of Contract Amendment #53 to Master Contract 21-MCC-VIL-14008, to extend the Master Contract until March 31, 2027 with an increased hourly rate of $90/hour, with no other changes to contract pricing.

1. IS FUNDING REQUIRED? Yes **2. IF YES, INDICATE IF BUDGETED.** Yes

IF FUNDING IS REQUIRED, MANDATORY OMB REVIEW IS REQUIRED:

INDICATE FUNDING SOURCE: Budgeted across County Departments within the FY2027 BCC Adopted Budget.

SUGGESTED MOTION/RECOMMENDATION/ACTION:

Motion to adopt Resolution 2026-_____, authorizing the County Administrator, or designee, to execute Contract Amendment #53 to Master Contract No: 21-MCC-VIL-14008 with Village Key and Alarm, Inc., dba VKA Security, in substantially the same form and format as attached hereto, extending Master Contract until March 31, 2027 with an increased hourly rate of $90/hour and ratifying Contract Amendment #52.

For Administration Use Only:
Legal: Jalisa Ferguson 10/16/2026 **OMB: Christopher Thompson 10/16/2026** **Admin: JDD 10/19/2026**

RESOLUTION NO. 2026 -_____

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXTEND THE MASTER CONTRACTS UNDER IFB 21-95; FIRE AND/OR BURGLAR ALARM SYSTEMS INSTALLATION, SERVICE, INSPECTION, AND MONITORING, FOR FIVE (5) MONTHS THORUGH MARCH 31, 2027 AND RATIFICATION OF CONTRACT AMENDMENT #52 BY EXECUTING CONTRACT AMENDMENT NO: 53 WITH VILLAGE KEY AND ALARM, INC., DBA VKA SECURITY, UNDER, MASTER CONTRACT NO: 21-MCC-VIL-14008.

RECITALS

WHEREAS, on August 25, 2021, the County entered into Master Contract No: 21-MCC-VIL-14008 with Village Key and Alarm, Inc., dba VKA Security, for the provision of services specified within IFB No: 21-95; Fire and/or Burglar Alarm Systems Installation, Service, Inspection, and Monitoring; and

WHEREAS, the master contract has expired on September 30, 2026, while Facility Maintenance continue to utilize these services for operational needs and additional time is required to prepare an updated scope of services and issue a new solicitation for Fire and/or Burglar Alarm Systems Installation, Service, Inspection, and Monitoring Services; and

WHEREAS, no additional time extensions are provided for in the contracts and therefore Board approval is required, by County Purchasing Policy, to extend the contracts while the new solicitation is in progress; and

WHEREAS, Contract Amendment #52 to Master Contract No: 21-MCC-VIL-14008 with Village Key and Alarm, Inc., dba VKA Security, was executed for a thirty (30) day extension to allow Facility Maintenance to utilize the these services as they are an operational need and to increase the hourly labor rate to $90.00; and

WHEREAS, Contract Amendment #53 to Master Contract No: 21-MCC-VIL-14008 Village Key and Alarm, Inc., dba VKA Security, will extend that contract for an additional five (5) months, until March 31, 2027; and

WHEREAS, the County has reviewed the terms, provisions, conditions, and requirements of the proposed contract amendments (attached hereto, and incorporated herein) and finds that ratifying Amendment #52 and executing Amendment #53 serve a public purpose; and

WHEREAS, the project will be funded through the available budgets of multiple County departments.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above Recitals are incorporated by reference into the body of this Resolution and such Recitals are adopted as finds of fact.

Section 2. Upon approval by the Board of County Commissioners, Contract Amendment No: 52 is hereby ratified to exercise a thirty (30) day extension of the Contract through October 30, 2026.

Section 3. Additionally, The County Administrator, or designee, is hereby authorized to execute Contract Amendment #53 to Master Contract No: 21-MCC-VIL-14008 with Village Key and Alarm, Inc., dba VKA Security, for performance of the services as specifically provided in IFB 21-95.

Section 4. To the extent that there are typographical and/or administrative errors that do not change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval by the Board of County Commissioners.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, on this_____ day of_____, 2026.

BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA

By:_____
Clay Murphy, Chair

ATTEST: Brandon J. Patty,
Clerk of the Circuit Court & Comptroller

By:_____
Deputy Clerk

CONTRACT AMENDMENT NO: 53

Bid No: 21-95; Fire and/or Burglar Alarm Systems Installation, Service, Inspection, and Monitoring
Master Contract No: 21-MCC-VIL-14008

October 01, 2026

Village Key and Alarm, Inc., dba VKA Security
441 State Rd. 16
St. Augustine, FL 32084

Contract Amendment No: 53 is hereby issued to amend the above referenced Master Contract as follows:

1. The contract time is hereby extended for a period of five (5) calendar year from October 31, 2026 through and until 11:59pm Eastern Daylight Saving Time (EDST) on March 31, 2026.
2. No increases to the monthly pricing are granted by this Amendment.

The County shall compensate the Contractor based upon the terms as stated in the Master Contract dated August 25, 2021.

With the exception of the amendments, changes, modifications and revisions noted in this Amendment, all other terms and conditions contained in the Master Contract, as previously amended, shall remain in full force and effect. The County and the Contractor acknowledge that any further changes, amendments, modifications or revisions to the Contract shall be in writing and executed by duly authorized representatives of each party.

In Witness Whereof, authorized representatives of the County, and Contractor have executed this Amendment on the dates below noted.

Village Key and Alarm, Inc., dba VKA Security	**St. Johns County, FL**
_____	_____
Representative Name & Signature	Representative Name & Signature
_____	_____
Title	Title
_____	_____
Date of Signature	Date of Signature

End of Amendment No: 53