

## SOLE SOURCE DETERMINATION

The Purchasing Division has been requested to approve a sole source purchase for the commodity or service described below. Pursuant to West Virginia Code 5A-3-10c, the Purchasing Division is attempting to determine whether the commodity or service is a sole source procurement. If you believe your company meets the required experience and qualification criteria stated below, please e-mail the Purchasing Division Buyer at [Tara.L.Lyle@wv.gov](mailto:Tara.L.Lyle@wv.gov) with a copy to [William.M.Sheets@wv.gov](mailto:William.M.Sheets@wv.gov) to express your interest in the project. Please forward any and all information that will support your company's compliance with required qualification and eligibility criteria along with any other pertinent information relative to this project to the Purchasing Division no later than 1:30 PM on 04/04/2012.

**Requisition Number:** PRS2012012

**Department/Agency:** Division of Protective Services

**Detailed Description of Project:**

### **Electronic Security System Maintenance**

#### **Background:**

The Division of Protective Services (DPS) of the Department of Military Affairs and Public Safety (MAPS) was created by Legislative action and the passage of Senate Bill 1, (July 14, 1998). The purpose of the Division is to provide safety and security to individuals who visit, conduct business or work at the Capitol Complex or other State facilities. In 1999, the Division initiated the deployment and installation of a Closed Circuit Television System across the campus. In 2002 the Division initiated installation of a centralized electronic door lock system for external doors on 19 buildings on the State Capitol Campus. Integrated to the system are duress systems (wires and wireless) and gate controls for perimeter security. The system has been expanded to include additional locations in the Charleston Metro area and Huntington. Further expansion of the system is anticipated.

## **GENERAL REQUIREMENTS**

The vendor shall provide maintenance for all security equipment and software related to CCTV, Electronic Door Locks, duress and perimeter gate controls located on the Capitol Complex as identified by the Division of Protective Services. Vendor must be a Factory Certified Dealer of 'Casi Rusco and their successor companies (Ge Security and United Technologies) systems and components. Vendor must be factory certified to work with the proprietary software for these systems, have direct access to software support and the vendor must have a direct channel source of service components.

### **Maintenance**

The vendor will provide a comprehensive maintenance plan for the system including the central administration command center, individual sites and the communications system. Bidders will propose a preventive maintenance plan for the system that will minimize operational down time.

### **Service Orders**

At the time the technician arrives on site, based on the time frames listed herein, there will be a "quick assessment" of work to be performed and the technician will inform the Division of an estimated cost to repair. If this estimate is above \$2,500, work will be delayed until a written firm quote can be delivered to the Division by the Division. This quote will be delivered no more than one business day following the initial call for service. The quote can be sent via facsimile to the Division's Main Office. Emailed documents will not be accepted for these transactions. The Division will then have one business day to approve the work or delay any further action.

### **Maintenance/Repair Response Times**

The vendor will respond to trouble reports with system operation and functionality based on the critical nature of the problem.

## **Major System Failure Door Locks**

Major system failures will include loss of unlock, entry, re-lock or monitoring capability at multiple sites or loss of the central administration point or command center. The vendor will respond to a major system failure with a call back within 30 minutes of report of the incident. The vendor will have a certified technician on site within 90 minutes of the initial report of the incident. The vendor will have the system operational within 180 minutes of the report of the incident.

## **Site Failure Door Locks, Duress and Gate Controls**

Site failures will include loss of unlock, entry, re-lock or monitoring capability at a single site. The vendor will respond to a site failure with a call back within 30 minutes of report of the incident. The vendor will have a certified technician on site within 3 hours of the initial report of the incident. The vendor will have the system operational within 6 clock hours of the report of the incident.

## **Entryway Failure**

Doorway failures will include loss of unlock, entry, re-lock or monitoring capability at a single entry point (door or gate) that is monitored. The vendor will respond to an entry way failure with a call back within 30 minutes of report of the incident. The vendor will have a certified technician on site within 8 clock hours of the initial report of the incident. The vendor will have the entryway operational within 24 clock hours of the report of the incident.

## **Major System Failure CCTV**

Major system failures will include loss of viewing or monitoring capability at multiple sites or loss of the central administration point or command center. The vendor will respond to a major system failure with a call back within 30 minutes of report of the incident. The vendor will have a certified technician on site within 90 minutes of the initial report of the incident. The vendor will have the system operational within 180 minutes of the report of the incident.

## **Site Failure CCTV**

Site failures will include loss of viewing or monitoring capability at a single site. The vendor will respond to a site failure with a call back within 30 minutes of report of the incident. The vendor will have a certified technician on site within 3 hours of the initial report of the incident. The vendor will have the system operational within 6 clock hours of the report of the incident

## **Camera Failure**

Camera failures will include loss of viewing or monitoring capability at a single entry point that is monitored. The vendor will respond to a camera failure with a call back within 30 minutes of report of the incident. The vendor will have a certified technician on site within 8 clock hours of the initial report of the incident. The vendor will have the camera operational within 24 clock hours of the report of the incident

## **Background Check**

Any technician dispatched to work on any electronic security components on this contract shall have previously successfully passed a vendor initiated background check to include a Federal State finger print check.

## **Other Spending Unit/Location use of Contract**

Maintenance for components of the other facilities will be responsible for the Facility Manager(s) at those locations. Other State Spending units with equipment connected to the Central Security Server at the Division of Protective Services may utilize the terms and conditions of this contact to "Piggyback" for their own specific purchase orders

## **Repair/Maintenance Pricing**

Pricing for repairs and maintenance will be on a time and materials at a negotiated discount rate from the Manufactures list or from the Federal GSA pricing schedule, whichever is less. Labor will be at an upfront contracted labor rate with no overtime or travel to be quoted or invoiced.

**Proposed Sole Source Vendor:** Electronic Specialty Company

**Specific Eligibility Criteria:**

- Lenel/GE Security /Casi Russco - Strategic Partner for 10 or more years
- Minimum staff of 4 technicians factory certified by Lenel/GE Security/Casi Russco.
- Minimum staff of 11 technicians within a 30 mile radius to the capitol to support inspections and repairs of ancillary systems such as cameras, camera mounts, digital video recorders, network switches, biometric readers, UPS units, CP work stations, servers, card readers, fiber converters, gates, gate controllers, panic buttons, intrusion panels, wiegand converters and wireless networks.

**Specific Qualification Criteria:**

- Provide 5 factory certification certificates for GE Facility commander/ Secure perfect
- Provide letter from a representative of management at Lenel/GE Security stating said dealer is:
  - In good standing
  - Up to date on required training
  - Operating within the terms of their contact with the factory
  - A Value Added Reseller/Strategic Partner in West Virginia authorized and certified to support Lenel On-guard /GE Facility commander Wnx/Secure Perfect product line