

## 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 [Roberta.A.Wagner@wv.gov](mailto:Roberta.A.Wagner@wv.gov) with a copy to [w.michael.sheets@wv.gov](mailto:w.michael.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 12/26/2012.

**Requisition Number:** HCC 13-009

**Department/Agency:** WV Health Care Authority

### ***Detailed Description of Project:***

General Requirements: The vendor shall provide maintenance for all security equipment and software related to Closed Circuit TV, Card Access System, A/V, and any ancillary equipment; perform annual inspection of all equipment and update software as required; and perform call out service for the above.

Maintenance: The vendor will provide a comprehensive maintenance plan for the current 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 Agency of an estimated cost of repair. If the estimate is above \$2,500, work will be delayed until a written firm quote can be delivered to the Agency. The quote will be delivered no more than one business day following the initial call for service.

Maintenance/Repair Response Times: The vendor will respond to trouble reports with system operation and functionality based on the critical nature of the problem.

Site Failure: 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.

**Proposed Sole Source Vendor:** Electronic Specialty Company  
PO Box 400  
1325 Dunbar Avenue  
Dunbar, WV 25064

***Specific Eligibility Criteria:***

- Vendor must be a certified strategic partner in good standing with Lenel/UTC F&S (formally GE Security/Casi Rusco).
- Vendor must offer technicians certified to work with the proprietary software for these systems, have direct access to software support, and must have a direct channel source of service components.
- Qualified technicians that are factory trained to service, support and repair all equipment located at the WV Health Care Authority must be onsite within 24 hours after service has been called.