



OC Procurement

Sole Source Request Form

Sole Source BidSync #280-C011717-GD-SS2

SECTION I – INSTRUCTIONS FOR COMPLETING THE ATTACHED FORM (removed)**SECTION II – DEPARTMENT INFORMATION (Complete in its entirety)**

Department: John Wayne Airport		Date: 4/24/19		
Vendor Name: Sentry Control Systems, Inc.		Sole Source BidSync Number: 280-C011717-GD-SS2		
Is the above named vendor a retired employee of the County of Orange? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", review and Approval is required from CEO Budget prior to contract execution.				
Contract Term (Dates): 08/01/2019 – 07/31/20	Is Agreement Grant Funded? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Percent Funded: 0	Funding Source None	Proprietary? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Contract Amount? \$683,600		Is this renewable? If yes, how many years? No, this is a contract renewal option for one year.		
Type of Request: <input type="checkbox"/> New <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Multi-Year <input type="checkbox"/> Amendment <input type="checkbox"/> Increase				
Renewal Year: 08/01/2019 – 07/31/2020		Did vendor provide a sole source affidavit? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach		
Board Date: 6/25/2019	ASR Number: 19-000508	If not scheduled to go to the Board explain why?		
Does Contract include Non-Standard Language? If yes, explain in detail. No				
Was Contract Approved by Risk Mgmt.? No		Was Contract Approved by County Counsel? Yes		
Were any exceptions taken? If yes, explain in detail. No				
<input checked="" type="checkbox"/> DPA certifies that they have read and verified that the information is true and satisfies the sole source requirements listed in the County Contract Policy Manual.				



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SECTION III – SOLE SOURCE JUSTIFICATION

- 1. Provide a description of the type of contract to be established.** *(For example: is the contract a commodity, service, human service, public works, or other – please explain.) Attach additional sheet if necessary.*

This is a hybrid contract.

- 2. Provide a detailed description of services/commodities and how they will be used within the department. If this is an existing sole source, please provide some history of its origination, Board approvals, etc.** *(This information may be obtained from the scope of work prepared by the County and the vendor's proposal that provides a detailed description of the services/supplies.) Attach additional sheet if necessary.*

This contract is a maintenance contract to support the Parking Access Revenue Control System (PARCS) that manages the four parking structures (A1, A2, B2, and C) and two surface parking lots at John Wayne Airport. This contract is exercising the first one-year extension under the contract approved in ASR #18-000441. It provides for two payment types. The first payment type is a fixed monthly fee to provide routine preventative maintenance, parts, and labor. The second payment type is for non-covered services and parts. For example, if the ticket dispenser at an entry lane were run over by a patron, repair or replacement of the equipment would not be covered by the maintenance contract.

This contract is to provide for the continued repair and replacement of equipment that comprises the PARCS. This includes entry/exit gate equipment, ground loops, PC's, gate arms, ticket dispensers, ticket readers, cashier equipment, servers, space counting, and various other hardware and software. Prior Board action on five-year contract awarded 7/23/13 and ending 7/31/18, ASR #13-000821, Sole Source Bid Sync Number 280-A13046-JW.

- 3. Explain why the recommended vendor is the only one capable of providing the required services and/or commodities.** **How did you determine this to be a sole source and what specific steps did you take? Please list all sources that have been contacted and explain in detail why they cannot fulfill the County's requirements. Include vendor affidavit and/or other documentation which supports your sole source.** *(Responses will include strong programmatic and technological information that supports the claim that there is only one vendor that can provide the services and/or commodities. Your response will include information pertaining to any research that was conducted to establish that the vendor is a sole source, include information pertaining to discussions with other potential suppliers and why they were no longer being considered by the County.) Attach additional sheet if necessary.*

The PARCS was selected and installed as the result of an open, competitive, public procurement that was previously approved by the Board of Supervisors. Sentry Control Systems, Inc. is the only authorized California vendor for the SKIDATA hardware and software.



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4. **How does recommended vendor's prices or fees compare to the general market?**

Attach quotes for comparable services or supplies. Attach additional sheet if necessary.

The prices fall within industry standards for fair and reasonable pricing.

5. **If the recommended vendor was not available, how would the County accomplish this particular task?**

Attach additional sheet if necessary.

If Sentry Controls, Inc. was not authorized to maintain the system, JWA would have no choice but to replace the entire system at substantial cost.

6. **Please provide vendor history – name change, litigation, judgments, aka, etc. for the last 7 years.**

None.

7. **If vendor is a retired, former employee, has the vendor previously been rehired as a contractor within the last three years?** Yes ☐ No ☒


If yes, provide explanation/support for hiring the retired, former employee as a vendor and provide contract dates, scope of work, and total amounts paid under each contract.



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SECTION IV – AUTHOR/REQUESTOR

Signature: 	Print Name: Jessica Miller	Date: 04/29/19
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SECTION V – CEO Human Resource Services APPROVAL (Review and approval is required when vendor is a Retired, Former Employee.)

Signature:	Print Name:	Date:
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SECTION VI – DIVISION HEAD APPROVAL (Deputy Airport Director)

Signature: 	Print Name: Scott Hagen	Date: 04/29/19
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SECTION VII – DEPUTY PURCHASING AGENT CONCURRENCE

Signature: 	Print Name: Gene Duenas	Date: 04/29/19
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SECTION VIII – DEPARTMENT HEAD APPROVAL (Assistant Airport Director or Airport Director)

Signature: 	Print Name: Rick Francis	Date: 04/29/19
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SECTION IX – COUNTY PROCUREMENT OFFICE

Prior to execution of a contract, the County Procurement Officer or designee shall approve All Sole Source requests for Commodities that exceed \$250,000, Capitol Assets and services exceeding \$75,000, and all other Sole Source requests that require Board approval despite the amount. Approvals are obtained electronically through the County's online bidding system.



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Release Bid Workflow

Name: Gene E Duenas
Phone: 949-252-5125
Email: gduenas@ocair.com
Status: Submitter May 6, 2019 10:48:40 AM PDT



Bid Information

Bid Number:

[280-C011717-GD-SS2](#)

Bid Title:

Sole Source - PARCS Maintenance With Sentry Control Systems, Inc.

Status

Status:

Approved

[View Workflow History](#)

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April 17, 2019

John Wayne Airport
Attn: Jessica Miller – IT Manager
3160 Airport Avenue
Costa Mesa, CA 92626

Dear Sir or Madam,

Sentry Control Systems (Sentry) located at 6611 Odessa Avenue, Van Nuys, CA 91406 is the only authorized firm with trained and certified professionals to support, service and maintain the current PARCS (SKIDATA system) at John Wayne Airport.

Each Technician is required to be trained and certified by SKIDATA which includes several training and testing programs. However, the certification requirements do not stop there. Once certified, the Technicians are required to maintain ongoing training every other year. The installation and maintenance will be managed by Sentry's Operating Manager who has more than 10 years of experience working with SKIDATA products and solutions. All of the Technicians assigned will have several years of experience.

Sentry Control Systems has been working with SKIDATA products and solutions for more than 15 years and is well suited to design, install and maintain a SKIDATA system in its entirety. The proposed System and similar systems with identical features have been successfully installed in more than 1000 locations in North America alone, many of which are located in California. Sentry is the exclusive distributor for SKIDATA in the state of California.

Please feel free to contact me directly if you have any further questions.

Sincerely,



Stefan Schaffner
CEO & Senior Vice President