



OC Procurement

Sole Source Request Form

Sole Source Bidsync # 080-C002507-KC-SS-2

SECTION II – DEPARTMENT INFORMATION (Complete in its entirety)

Department: OCPW – Business Services – Parking Administration		Date: 10/25/2019	
Vendor Name: SKIDATA, Inc.		Sole Source BidSync Number: 080-C002507-KC-SS-2	
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 Human Resource Services prior to contract execution.			
Contract Term (Dates): 01/01/2015 – 12/31/2019 (Current) 01/01/2020 – 12/31/2020 (Extension)		Is Agreement Grant Funded? Percent Funded: N/A Funding Source <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Contract Amount? \$1,808,392.00 (Current) \$200,000.00 (Extension)		Is this renewable? If yes, how many years? No	
Type of Request: <input type="checkbox"/> New <input type="checkbox"/> Multi-Year <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> Amendment <input checked="" type="checkbox"/> Increase			
Renewal Year: N/A		Did vendor provide a sole source affidavit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please attach	
Board Date: 12/10/2019	ASR Number: 19-001082	If not scheduled to go to the Board explain why? N/A	
Does Contract include Non-Standard Language? If yes, explain in detail. No			
Was Contract Approved by Risk Mgmt.? No, not applicable		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.			
<input type="checkbox"/> Solicitation Exemption <i>(For purchases with special circumstances, and/or when it is determined to be in the best interest of the County.)</i>			



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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 contract with SKIDATA, Inc. (SKIDATA) will support the Parking Access and Revenue Control System (PARCS) that manages all parking structures and parking lots located at the Santa Ana Civic Center and at the Manchester Parking Complex facilities according to manufacturer's specifications, including applicable manufacturer's warranty services. This contract provides two types of service. The first is a full service regularly scheduled preventative maintenance contract providing equipment adjustments, cleaning, lubrication and normal maintenance to ensure uninterrupted operations. The second is the time and materials service to provide necessary labor and materials not included in the monthly maintenance fee.

- 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 will provide manufacturer-authorized maintenance and repair of equipment necessary to provide parking services including: the computerized control system, wiring, entry and exit gate arms and columns, ground loop vehicle detection systems, revenue control PC's, keycard and ticket readers, ticket dispensers, cashier equipment, coders, servers, wireless network equipment, audio intercom equipment, CCTV cameras, and various related hardware and software. These services are all in accordance with manufacturers specifications and will provide manufacturer's factory warranty service to said equipment during applicable warranty periods. The scope of work also provides for time and material services for repair and replacement services not included in the original scope of work.

This sole source was originally Board approved on December 9, 2014, for a total contract amount of \$992,392, issued to Sentry Control Systems, LLC (Sentry) a wholly owned subsidiary of SKIDATA. At the time, Sentry was the only factory-authorized SKIDATA dealer within the geographic area and able to provide necessary computer software, equipment, materials, service, spare parts and upgrades for County SKIDATA equipment.

On January 1, 2015, the contract was amended to increase the total contract amount to \$1,808,392 to incorporate P8 Transit Towers Parking Garage into the PARCS network and continue providing employee parking controls and the processing of public transaction.

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.

SKIDATA (previously known as Sentry) was selected and approved by the Board of Supervisors on December 9, 2014, to support the PARCS for the County. The PARCS utilizes SKIDATA. Sentry has historically been the exclusive distributor for SKIDATA in this geographical location in the past. However, these services are currently being solicited through the Request for Proposal (RFP) process. In the event of a new vendor being selected, the County's existing SKIDATA parking equipment cannot be used and will be replaced by the awarded vendor.

This one-year extension will allow the County to complete the solicitation process as well as implement a full transition plan, should a new vendor be selected. This extension is a vital step in proactively ensuring the County has viable options to secure services and minimize interruption of parking services.



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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.

SKIDATA's prices fall within industry standards for fair and reasonable pricing. Per the previous Agenda Staff Report (ASR 14-001570), the contract was awarded as a sole source due to current ownership of SKIDATA equipment and the need for a manufacturer authorized maintenance.

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

Attach additional sheet if necessary.

SKIDATA is currently the owner-operator of the County's SKIDATA equipment. The County would not be able to run daily parking operations if SKIDATA was unavailable.

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

Effective December 10, 2014, Sentry Control Systems Inc. changed its name to Sentry Control Systems, LLC with no change in ownership. This occurred prior to the start of its original contract with the County.

Effective July 2, 2019, Sentry Control Systems, LLC, a wholly-owned subsidiary of SKIDATA, Inc., merged with SKIDATA, Inc. and is now known as SKIDATA, Inc.

OCPW Procurement has reviewed the Dunn and Bradstreet Supplier Folder for Sentry; there are no public filings for Sentry at this time.

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.

N/A

8. Explain (in detail) why a request for Solicitation Exemption is needed. (Only applicable for Solicitation Exemption)

N/A



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SECTION IV – AUTHOR/REQUESTOR

Signature: <i>Stacy Mohler</i>	Print Name: <i>Stacy L. Mohler</i>	Date: <i>10/25/19</i>
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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 – DEPUTY PURCHASING AGENT CONCURRENCE

Signature: <i>Kevyn Cobos</i>	Print Name: <i>Kevyn Cobos</i>	Date: <i>10/25/19</i>
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SECTION VII – DEPARTMENT HEAD APPROVAL

Signature: <i>Shane L. Silsby</i>	Print Name: <i>Shane L. Silsby</i>	Date: <i>10/25/2019</i>
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SECTION VIII – 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.

SOLICITATION EXEMPTION – CEO USE ONLY:

Board of Supervisor Notification Date:			
Comments:			
CPO: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	CFO: <input type="checkbox"/> Approved <input type="checkbox"/> Denied		
CPO Authorized Signature:	Date:	CFO Authorized Signature:	Date:

Release Bid Workflow

Name: Kevyn Cobos
Phone: 714-667-9669
Email: kevin.cobos@ocpw.ocgov.com
Status: Submitter Oct 25, 2019 3:33:37 PM PDT



Bid Information

Bid Number:

[080-C002507-KC-SS-2](#)

Bid Title:

PARKING ACCESS AND REVENUE CONTROL SYSTEM
(PARCS) MAINTENANCE SERVICES

Status

Status:

Approved

[View Workflow History](#)

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Questions? Contact a BidSync representative: 800-990-9339 or email: support@bidsync.com