

Sole Source Procurement Instructions

Department: Public Works

Date: 3-18-24

Vendor: J.O. Herbert Co., Inc

It is the policy of the City of Harrisonburg that contracts/products be awarded on a competitive basis and that the use of a sole source procurement must be limited to those instances where only one source is practically available.

1. Explain why this is the only product or service that can meet the needs of the department making the purchase.

MioVision is a single camera system that can perform stop-bar detection on multiple approaches and can provide real-time data from any number of approaches with a single camera. This system also works as a PTZ camera which helps with the traffic management needs. MioVision is the only single camera detection system that has a built in cellular modem that allows Public Works signal techs to view this system remotely without being on the City network. This system has proven to be superior at collecting traffic count data.

2. Explain why this vendor is the only practically available source from which to obtain this product or service.

J.O. Herbert Co., Inc. is the only vendor approved by MioVision to sell to customers residing in Virginia. See attached letter from MioVision.

3. Explain why the price is considered reasonable.

The price for this system is in line with all other video detection systems on the market. This system gives use more capabilities than the other systems like the PTZ (virtual pan-tilt-zoom) function while maintaining detection.

4. Describe the efforts that were made to conduct a noncompetitive negotiation to get the best possible price for the taxpayers.

Pricing is not negotiable, as it is set by the sole source vendor based upon manufacturer recommended markups. The markup used by the vendor is considered to be the best possible price for the reasons listed in question 3 above.

Please attach this form to the Requisition and forward to Purchasing.

Signature: _____

Date: _____

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