

Sole Source Procurement Instructions

Department: Police

Date: 12/16/14

Vendor: Hubb Systems - Data911

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 practicably available.

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

When comparing pricing, possible options, upgrade paths, costs, installation fees and support, Hubb Systems / Data911 provides the only possible solution for using some of our existing equipment. While establishing a safe and well organized installation of equipment for the Harrisonburg Police Department officers, Hubb Systems provides a long-term investment, strategy and support of a display unit (10-year goal), that can be attached to any existing InCar computer system.

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

Presently this provider gives us a working solution, that helps provide a safer Police unit to put into service. The needed features of a glove touch screen monitoring, while intergrating with our existing equipment, gives us a long term of plan for consistency for accreditation.

3. Explain why the price is considered reasonable.

When comparing the pricing that was obtained from each vender, not everything can be compared "apples" to "apples." While one vender can be cheaper, you are also limited by what upgrade paths you can pursue, and support costs difference can be significant. The pricing we have obtain from Hubb Systems is about in the middle, but we are also investing into an upgrade path, while being able to use using existing and future laptop as established by the City of Harrisonburg's IT Department.

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

Efforts to look for alternative solution has been selective, since the present solution we have for the existing Police Units works well. Alternative All-In-One solution have been looked at, with venders coming on-site to demonstrate their solutions, but the high costs with a single point of failure is too risky to pursue.

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

Signature: _____

Paul P. Duvall

Date: _____

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