

CHIEF ADMINISTRATIVE OFFICE
Procurement and Contracts Division

Date Received

NON-COMPETITIVE BID PURCHASE JUSTIFICATION

Required for all sole source acquisitions in excess of \$5,000.00.

This justification document consists of three (3) pages. All information must be provided and all questions must be answered.
Department Head approval is required.

Requesting Department Information

Department: SHERIFF	Index Code: 2410100/2404300	
Contact Name: NELSON SADANG/TANIA DONNELLY	Subobject: 6042	User Code:
Telephone: 530-621-6636	Fax:	


Required Supplier / Vendor Information

Vendor / Supplier Name: WATCHGUARD	Vendor / Supplier Address: 415 E EXCHANGE
Contact Name: DEDE SUMMERVILLE	ALLEN, TX 75002
Estimated Purchase Price: \$ 230,580.00	Vendor / Supplier Email Address: dede.summerville@motorolasolutions.com
Telephone: (800) 605-6734	Fax:

Provide a brief description of the acquisition, including all goods and/or services the vendor/supplier will provide:

This purchase is for 36 Watchguard v500 cameras and mounts for the in-car video system for all marked patrol units within the Sheriff's Office. This is a project that includes specialized computer hardware, software, multiple cameras, audio recorders, and vehicle instrumentation to record critical incidents during law enforcement activities. It includes specialized software for the storage and retrieval of all recorded video while documenting and preserving evidentiary integrity.

This is an additional purchase of 36 cameras of the same type which have already been purchased in the past from Watchguard. This vendor's product is proprietary, and we need to continue to purchase the same product to work with the ones that are already in place in patrol vehicles.

Department Head: 
Signature

Purchasing Agent: _____
Signature

Board of Supervisors:
Date: _____
Item: _____

Buyer Assignment:
Assigned To: _____
Date: _____

A. The good/service requested is restricted to one supplier for the reason stated below:

1. Why is the acquisition restricted to this goods/services supplier? (Explain why the acquisition cannot be competitively bid. Explain if this is an emergency purchase or how the supplier is the only source for the acquisition.)

Department personnel conducted a market analysis of available systems to determine which system designs met department specifications. Five vendors were invited to install test systems for evaluations. (Coban, Panasonic, Visucop, WatchGuard, and Digital Patroller). This vendor is the only one to meet the functional requirements. The vendor does not have resellers.

This current purchase is for a vendor that has already supplied this equipment to the Sheriff's Office and needs to continue to provide this equipment for functionality.

2. Provide the background of events leading to this acquisition.

Past system was failing and the company no longer could repair failed units. WatchGuard was chosen as the new vendor for this equipment

3. Describe the uniqueness of the acquisition. (Why was the goods/services supplier chosen?)

Numerous functional requirements were considered during the live, in-field testing period. Each was evaluated on ease of use, functionality of in-car as well as "back-end" storage, quality of image and audio recordings, and integration with the vehicles. This vendor excelled in each area but most notably in image capture, officer interface, independent operation from the in-car CAD system, and integration of body worn camera.

4. What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?

It was determined that the in-car system we had had to be replaced. Critical incident recording is important and exposes the department and county to liability if not in place.

5. What market research was conducted to substantiate no competition, including evaluation of other items consider? (Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The name and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

See #1 above.

B. Price Analysis:

1. How was the price offered determined to be fair and reasonable? (Explain what basis was used for comparison and include cost analysis as applicable.)

The price offered is consistent with that offered to allied agencies in the area. Price is consistent with the cost of prior purchased components from this vendor.

2. Describe any cost savings or avoidance realized (1 time or on-going) by acquiring the goods/services from this supplier.

Primary purpose of this system purchase was to avoid legal liability.