

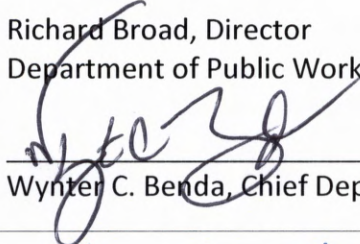


To the Honorable Council  
City of Norfolk, Virginia

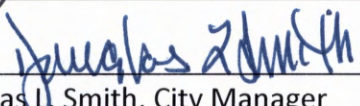
April 23, 2019

From: Richard Broad, Director  
Department of Public Works

**Subject:** Sole Source Procurement  
March 2019

Reviewed:   
Wynter C. Benda, Chief Deputy City Manager

**Ward/Superward:** 4/7

Approved:   
Douglas L. Smith, City Manager

**Item Number:** C-2

- I. **Recommendation:** Receive and file
- II. **Applicant:** City of Norfolk
- III. **Description:**  
Sole Source Procurement necessary for the completion of the electronic security system at the Consolidated Courts Complex.
- IV. **Analysis**  
The Contractor, Stanley Convergent Security Systems, Inc., originally performed under the construction contract for the courthouse. The work was never completed due to numerous deficiencies and apparent programming issues causing the system to not operate properly or reliably. The contractor has corrected these deficiencies.
- V. **Financial Impact**  
Door access controls cost \$8,543.60
- VI. **Environmental**  
N/A
- VII. **Community Outreach/Notification**  
Public notification for this agenda item was conducted through the City of Norfolk's agenda notification process.
- VIII. **Board/Commission Action**  
N/A

**IX. Coordination/Outreach**

This letter and ordinance have been coordinated with the Department of Public Works and the City Attorney's Office

Supporting Material from the Department of Public Works:

- Report of Emergency Sole Source Procurements



Inter Department Correspondence Sheet

**TO:** \_\_\_\_\_ Douglas L. Smith, City Manager \_\_\_\_\_

**FROM:** \_\_\_\_\_ Sid Kitterman, City Engineer \_\_\_\_\_

**COPIES TO:** \_\_\_\_\_ Richard Broad, P.E., Director of Public Works *RB* \_\_\_\_\_

**SUBJECT:** \_\_\_\_\_ Report of Emergency/Sole Source Procurement \_\_\_\_\_

March 29, 2019

The following report of emergency/sole source procurements for the month of March is forwarded in accordance with City Code Chapter 33.1-41:

- 1. Description of Procurement:** Sole Source – Norfolk Consolidated Courts Complex – Door Access Controls  
**Department:** Public Works  
**Contractor:** Stanley Convergent Security Solutions, Inc.  
**Amount:** \$8,543.60  
**Justification:** See Attached

  
\_\_\_\_\_  
J. S. (Sid) Kitterman, III

JSK/tma



# City of Norfolk

## Inter Department Correspondence Sheet

TO: Wynter C. Benda, Chief Deputy City Manager

FROM: Richard Broad, P.E., Director of Public Works *RB*

COPIES TO: Sid Kitterman, City Engineer; Martha P. McGann, Deputy City Attorney

SUBJECT: Sole source procurement for completion of or modifications to the Electronic Security System in the new Consolidated Courts Complex.

January 3, 2019

In accordance with City Code Sec. 33.1-40, this is to request authorization for a sole source procurement of a contract with Stanley Convergent Security Systems, Inc. ("Stanley Security") for the completion of the Electronic Security System ("ESS") for the new Consolidated Courts Complex. Work was originally performed under the construction contract for the courthouse. However, the work was never completed due to numerous deficiencies and apparent programming issues causing the system to not operate properly or reliably. This contract will identify and correct these deficiencies.

The existing system was created for the courthouse and includes proprietary security equipment controlling access to and within secure staff areas, prisoner detention areas, and elevators. It includes cameras and electronic door access hardware, all coordinated and controlled electronically through a central security command center in the facility. Stanley Security performed the work as a subcontractor to the general contractor for construction of the courthouse. However, the general contractor has failed to correct known deficiencies for over a year, and to provide a complete, operational system. Stanley Security is the only source practicably available for completing the work on the proprietary system.

This sole source determination may also be used to provide for future additions and modifications to the proprietary system.

Please indicate your approval of this request for a sole source procurement on the line below.

Approved: \_\_\_\_\_

*WCB*  
Wynter C. Benda

*1/14/19*  
Date