

## **NOTICE OF SOLE SOURCE OR EMERGENCY PROCUREMENT**

**Date:** May 25, 2006

**Vendor/Contractor:** Southern Sanitary Company

**Requisition and Contract Amount:** Requisition CUST-6-0056807 - \$63,630

**Description of Services:** Floor Finish Chemicals for Custodial Services

**Sole Source Determination:** As per the attached documents

**Date of Award:** May 25, 2006

MAY 25 '06 PM 12:52 USFS



# **VIRGINIA BEACH CITY PUBLIC SCHOOLS**

A H E A D O F T H E C U R V E

## **MEMORANDUM**

**TO:** The Record

**FROM:** John A. Manzella, CPPB *JAM*  
Purchasing Services

**SUBJECT:** SOLE SOURCE PURCHASE - FLOOR FINISH

**DATE:** May 25, 2006

The Custodial Dept. has evaluated the available floor finishes and for compatibility, quality and cost reasons has decided to standardize with Millennium finish products made exclusively for the VBCPS and distributed by Southern Sanitary Company.

The attached letters documents the reasoning for this decision.

Items requested on Requisition #CUST-06-0056807 will be not be bid but will be purchased as a sole source.

JAM/kc

Approved: *J. B. Blasing* 5/26/06



## OFFICE OF CUSTODIAL SERVICES

### MEMORANDUM

**TO:** Kevin Beardsley, Director  
Office of Purchasing Services

**FROM:** Eric Hines, Director

**DATE:** May 25, 2006

**SUBJECT: Sole Sourcing for Millennium Floor Finish & Complementing Stripper**

---

The Office of Custodial Services is requesting sole source standing for the products noted above. The millennium and stripper have been tested in our schools prior to their wide spread usage and were found to be extremely effective. These products are now used in all of our schools and have resulted in superior cleanliness and shine. Many other finishes have been used in the past and are far inferior. Further, the prices for these products have remained the same for the four years we have used them due to effective negotiations between this department and Southern Sanitary. This has resulted in a very low cost per gallon price.

If you have any questions please feel free to contact me at 490-8540.

/crt

**The Bullen Companies**  
Delmar Drive, Folcroft, Pa 19032

Thursday, May 26, 2005

Mr. John Manzella  
Virginia Beach Public Schools  
P.O. Box 6038  
Virginia Beach, VA 23456

Dear Mr. Manzella:

I am writing to address some of your concerns over two products that we manufacture for Southern Sanitary.

A number of years ago we were asked to develop a special formulation Floor Finish for use in the Virginia Beach Public Schools. That product is only made for and supplied to Southern Sanitary. The product was developed to have certain characteristics under the guidance of Southern Sanitary. We do not make this product for any other company nor do we supply it to Virginia State contract.

We also manufacture a special stripper to Southern's specifications to be effective in the removal of the finish used by Virginia Beach Public Schools (Millennium). This stripper is made to be as effective as the previous product used by Virginia Beach Public Schools and also to be effective in the removal of the current finish being used. This product is made exclusively for Southern Sanitary and is only sold to Southern Sanitary.

I hope this answers your concerns and if you have any question please feel free to contact me for additional information.

Sincerely,

  
Scott Jarden

President

cc: Mr. Tripp

# REQUISITION



Justification: CUSTODIAL SUPPLIES

Required Date: 05/22/2006    Fiscal Yr: 06  
 Requested Date: 05/22/2006  
 Phone: (757) 263 - 1175  
 Vendor: SOUTHERN SANITARY CO INC



**S  
P  
I  
C**  
 SUPPLY WAREHOUSE  
 5120 CLEVELAND STREET  
 VIRGINIA BEACH, VA 23462

**S  
P  
I  
C**  
 OFFICE OF BUSINESS SERVICES  
 P.O. BOX 6038  
 VIRGINIA BEACH, VA 23456

Requesting Department		Requestor		Phone #		Requisition Type					
CUST - CUSTODIAL SERVICES		CARMEN TURNER		(757) 490 - 8540		ST - STANDARD					
Item	Class-Item and Description	Quantity	Unit	Unit Price	Discount	Total					
1	MILLENNIUM FLOOR FINISH 5-GAL CONTAINER	1,400.00	EA	\$45.45	\$0.00	\$63,630.00					
<table border="1"> <thead> <tr> <th>Account Number</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>115.57500.606005</td> <td>\$63,630.00</td> </tr> </tbody> </table>		Account Number	Amount	115.57500.606005	\$63,630.00						
Account Number	Amount										
115.57500.606005	\$63,630.00										
<p><b>RECEIVED</b>  <b>MAY 22 2006</b>                  VIRGINIA BEACH CITY                  SCHOOL BOARD                  BUSINESS SERVICES</p>											
<b>TOTAL:</b>						<b>\$63,630.00</b>					

Request submitted by: Eric W. Hill  
 Name Title

Request approved by: [Signature]  
 Name Title

Purchase authorized by: \_\_\_\_\_  
 (For School Board use Only)

We the undersigned, by approving this requisition, hereby certifies that, to the best of his/her knowledge, the requisition fully complies with all provisions of the State and Local Government Conflict of Interest Act (Code of Virginia, 2.2-3106 et seq.)

Purchase action taken by: [Signature]  
 OBS/Purchasing Division

BC KH