



VIRGINIA BEACH CITY PUBLIC SCHOOLS

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

NOTICE OF SOLE SOURCE OR EMERGENCY PROCUREMENT

Date: February 28, 2007

Vendor/Contractor: Damuth Trane Services

Requisition and Contract Amount: Requisition SCPL-7-0066263 / \$41,598

Description of Services: HVAC / EMC SYSTEM UPGRADES

Sole Source Determination: As per the attached documents

Date of Award: February 28, 2007

FEB28'07 11:25 AM



IRGINIA 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 – HVAC / EMC SYSTEM UPGRADES

DATE: February 28, 2007

The service requested on the attached Requisitions will not be formally bid. School Plant has documented on the attached letter that due to software compatibility only Damuth Trane Services can do the required work to extend the existing EMC SYSTEM at the respective Schools.

Damuth Trane Services is the only authorized distributor for these products in this geographic area, therefore purchase of these items are sole source.

JAM/kc



VIRGINIA BEACH CITY PUBLIC SCHOOLS

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

MEMORANDUM

TO: Kevin Beardsley

FROM: Fran Foster
Director
John H. Hasher
Mechanical Systems Coordinator

SUBJECT: SOLE SOURCE PURCHASE – HVAC / EMC SYSTEM UPGRADES

DATE: February 23, 2007

The attached Requisition is for alterations to the existing energy management systems at Corporate Landing Middle School. When dealing with Direct Digital Controls (DDC), there are many components of the system that must work together. When upgrading existing equipment, we tend to only address one group of components at a time. Throughout this process we must maintain the ability for each piece of equipment to communicate with the remaining parts. This equipment is vendor specific and can only be procured by one source in this geographic zone. The existing system in this school is Trane, therefore in order to uphold the compatibility with the existing system no other control contractor can make the required changes to the programs and system.

approved: J. H. Beardsley

REQUISITION



Justification: SERVICE-CORP.LAND.MS

Required Date: Requested Date: 02/22/2007 Phone: (757) 263 - 1175 Vendor: DAMUTH TRANE/DAMUTH SERVICE	Fiscal Yr: 07	Requisition No. SCPL-7-0066263
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MR.FRAN FOSTER
 SCHOOL PLANT SERVICES
 213 NORTH WITCHDUCK ROAD
 VIRGINIA BEACH, VA 23462

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OFFICE OF BUSINESS SERVICES
 P.O. BOX 6038
 VIRGINIA BEACH, VA 23456

Requesting Department	Requestor	Phone #	Requisition Type						
SCPL - SCHOOL PLANT	PAT HANEY	(757) 473 - 5190	ST - STANDARD						
Item	Class-Item and Description	Quantity	Unit	Unit Price	Total				
1	VARIABLE FREQUENCY DRIVE REPLACEMENT (HVAC/EMC SYSTEM UPGRADES) AT CORPORATE LANDING MS OF AHU'S 6,13,14,2, AND 11; LIST ATTACHED OF WORK COMPLETED AND WORK TO BE COMPLETED TO FINISH THE PROJECT SOLE SOURCE LETTER ATTACHED WORK CAN BEGIN MARCH 21, 2007, AND MUST BE COMPLETED BY AUGUST 24, 2007 CONTACT JOHN HASHER AT 473-5190 TO COORDINATE WORK SCHEDULE <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <th style="width: 60%;">Account Number</th> <th style="width: 40%;">Amount</th> </tr> <tr> <td>115.57200.603201</td> <td style="text-align: right;">\$41,598.48</td> </tr> </table>	Account Number	Amount	115.57200.603201	\$41,598.48	1.00	EA	\$41,598.48	\$41,598.48
Account Number	Amount								
115.57200.603201	\$41,598.48								
Discount:					\$(0.00)				
TOTAL:					\$41,598.48				

Request submitted by: _____ <p style="text-align: center;">Name Title</p>	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.)
Request approved by: _____ <p style="text-align: center;">Name Title</p>	
Purchase authorized by: _____ <p style="text-align: center;">(For School Board use Only)</p>	Purchase action taken by: _____ <p style="text-align: center;">OBS/Purchasing Division</p>