Statement of Work
OMNI-Lock Swipe Card Security System Repair and Maintenance

1.0 PURPOSE: The Department of Defense Education Activity (DoDEA) requires a Comprehensive Physical Security Repair Maintenance Service for school year (SY) 2013-2015 for DoD Domestic Elementary and Secondary Schools (DDESS) located at West Point Schools, NY.

2.0 BACKGROUND: West Point Schools currently owns a standalone swipe card lock system comprised of 27 ONMI locks operated by software to control the electronic powered access mechanism. To ensure the operational integrity of physical security West Point Schools requires a comprehensive repair maintenance service to:

2.1. Provide maintenance on an as needed basis to repair/replace, install and program unserviceable OMNI locks.

2.2. Perform annual inspection/maintenance of operability of locks, batteries, and database system when school is not in session during the summer.

3.0. SCOPE**:** The contractor shall provide all necessary labor, travel, services, supplies, equipment, and other items necessary to provide a maintenance service on the stand alone swipe card lock systems used by DDESS schools located at West Point New York located in buildings 705, 705A and 705C.

4.0. PURCHASE DESCRIPTIONS/TASKS.

4.1. Comprehensive maintenance and repair for a 27 OMNI Lock swipe card security system. The contractor shall:

4.1.1. Repair and replace unserviceable existing OMNI locks with replacement OMNI locks that are programmable into the existing software program.

4.1.2. Program OMNI locks into existing software program.

4.1.3. Respond to service calls within 48 hours.

4.1.4. Perform annual inspection of operability of locks, batteries, and database system. Annual inspection will occur when school is not in session during the summer.

5. SCHOOL YEAR (SY) CALENDAR: The actual school calendar (with holidays, in-service days, etc.) shall be provided to the contractor upon award. The general school year calendar days are: 29 August 2013 – 18 June 2014.

6. PERIOD OF PERFORMANCE: Date of Blanket Purchase Agreement through 24 months.

JUSTIFICATION & APPROVAL
FOR OTHER THAN FULL AND OPEN COMPETITION
OMNI Locks and Services, West Point, NY

1. Contracting Agency: Department of Defense Education Activity (DoDEA).

2. Authority Cited: 10 U.S.C. 2304(c)(1) FAR 6.302-1 "Only One Responsible Source and No Other Supplies or Services Will Satisfy Agency Requirements"

3. Description of Supplies and Services: Comprehensive Omni Lock Repair Service and Maintenance to:

   a. Repair, replace, install and program OMNI security locks.

   b. Purchase additional OMNI locks.

   d. Perform annual inspection of operability of locks, batteries, and database system.

4. Description of Action: The Government intends to award a Blanket Purchase Agreement (BPA) on a sole source basis, to include one base and one option year (not to exceed 24 months) for Citywide Commercial Services, Inc. (doing business as POVI Enterprises) to provide the repair and servicing of the external access control system at an estimated total amount of $20,000.00.

5. Reason for Authority Cited: West Point Schools currently owns a swipe card lock system comprised of 27 OMNI locks operated by software to control the electronic powered access mechanism. To ensure the operational integrity of physical security West Point Schools requires repair, replacement and installation of the OMNI locks, and program the system. Only OMNI lock authorized distributers/dealers can provide the OMNI Locks and are trained to install and program the locks into software access systems. Market research (paragraph 8 below) revealed Citywide Commercial Services, Inc. is the only authorized distributor willing to travel to West Point Schools that has the capability of providing installation and programming.

6. Effort to Obtain Competition: DDESS performed thorough market research to determine if services could be obtained from competitive sources or on a brand name basis for the existing lock system. As explained in paragraph 8 below, the existence of proprietary parts and services, precludes competition of this requirement.

7. Action to Increase Competition: The market place will continue to be monitored to determine if additional factory trained OMNI Lock Technicians become available to service the West Point, New York area.

When the current security system comes to the end of life cycle the marketplace will be reviewed to identify products/sources that are capable of meeting the physical security requirement. If competition is available, the requirement will be competed to include the maintenance services.

8. Market Research:

- **COR Security, San Diego, California – This Company handles repairs through a 'mail-in' service and provides database support over the internet. WPS has nobody familiar with how to remove broken lock and put spare lock on to go out for repair. Also, DDESS does not allow 'outsiders' to put software on our network to be accessible on the internet. Hence, we have a standalone system.**

- Omni Lock Service, Algonquin IL – Only services the Fox Valley area in Illinois and does not service Omnilocks, Omni Lock is just the business name

- Driscoll's Lock & Key, Pearl River, NY – Not familiar with OmniLock and would have to become educated on software and equipment. He is researching as of June 2013, not able to preform services

- Rappaport Locksmiths, Haverstraw, NY – Not familiar with OmniLock. Did some research and would be unable to help.

- The Keymasters, White Plains, NY – No response

- All City Locksmith, Hartsdale NY – No response

- Accurate LockSmith, Ramsey, NJ – No response

- Security Solutions Lock And Safe, Park Ridge, NJ – No response

- Reasonable Locksmithing, Montrose, NY – Responded stating that they could service all locks. An OMNI Lock spec sheet was sent to them on 17 June 2013, no farther response has been received.

- Beasley's Lock Shop, Ossining NY - No response

- Hudson Valley Door and Hardware LLC, Wappingers Falls, New York – Referred EJ with Citywide Commercial Services as the only Certified OMNI Lock Smith

- EJ, Citywide Commercial Services (POVI Enterprises), Long Island, NY – Certified Omni Lock Locksmith

10. Other Factors: None.

11. Technical Certification: I certify that the supporting data under my cognizance that are included in this Justification and approval are accurate and complete to the best of my knowledge and belief.

Signature: _____ Date: 10/11/13
Typed Name/Title: Zachariah McKissick, Supervisory Logistics Management Specialist, NY/VA & Puerto Rico DDESS

12. Requirements Certification: I certify that the supporting data under my cognizance that are included in this Justification and approval are accurate and complete to the best of my knowledge and belief.

Signature: H. Balilo Date: 10/11/13
Typed Name/Title: Helen Balilo, Assistant Superintendent, NY/VA& Puerto Rico DDESS

13. Contracting Officer Certification: I certify that the facts and representations included in this Justification and Approval are accurate and complete to the best of my knowledge and belief. I further certify that the anticipated cost of this procurement will be fair and reasonable based upon price analysis of the quotes received.

Signature: _____, Contracting Officer Date: 15 OCT 13
Typed Name/Title: William Lockard, Contracting Officer, DDESS Procurement