

# Issue Analysis Form



**Date:** 11/10/2020  
**Item:** Award of Contract – Fire Station and Crew Building Entrance Upgrades  
**Lead Department(s):** General Services, Finance  
**Contact Person(s):** Mike Purvis; Betsy Drewry

## Description and Current Status

Upgrades to the entrances of the Fire Stations and Crew Building were included as part of the County's adopted FY2019 CIP. \$75,000 was included in the spring 2019 bond issuance and was deposited with SNAP (and remains on deposit).

To date, \$12,034.60 has been expended to upgrade the entrances at Burrowsville Fire Station, but work on other station entrances has not commenced.

The Board requested that non-essential capital spending be placed on hold in April 2020 allowing for time to evaluate fiscal impacts created by the pandemic. Additionally, the Board indicated they would consider moving forward with some projects following the first quarter of FY2021.

Staff requests permission to move forward with entrance upgrades at Stations 1, 2, 3, 6 and 8, as the funds were already borrowed and remain on hand.

The staff recommendation is to use Dominion Lock and Security under a cooperative contract [Chesterfield County (Contract #15-1174)], at a total cost of \$62,964.86. See **Attachment A**.

Facility	Cost / Quote	
Station 1	14,125.04	
Station 2	7,279.80	
Station 3	20,820.28	
Station 6	10,369.87	
Station 8	10,369.87	
<b>TOTAL REMAINING</b>	<b>62,964.86</b>	
Station 4	12,034.60	Work Completed
<b>Grand Total in CIP</b>	<b>74,999.46</b>	
<b>Not doing station 5 (new construction pending)</b>		
0311-03-200-3178-48120 Budget	75,000.00	

Because the total price is over \$50,000, the Board will need to formally authorize the award of contract. Funding to accommodate this project is already budgeted in the CIP fund, and no appropriation is needed.

**Board Action Requested:**

Authorize award of contract (purchase order) to Dominion Lock & Security for \$62,964.86 for completion of the entrance upgrades for Stations 1, 2, 3, 6 and 8.

**Government Path**

- |  |   |  |
|--|---|--|
| Does this require IDA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require BZA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action?  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Does this require a public hearing?            | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| If so, before what date?                       | <input type="checkbox"/> Yes            | <input type="checkbox"/> No            |

**Fiscal Impact Statement**

Funding for the entrance upgrades at Stations 1, 2, 3, 6 and 8 is already appropriated within the CIP budget. There is no additional appropriation or fiscal impact.

**County Impact**

Upgrades of the entrances of these stations will allow for better control and restriction of building access.

**Notes**

***Dominion Lock & Security, Inc.  
8098 Mechanicsville Turnpike  
Mechanicsville, Virginia 23111  
Virginia DCJS #11-2489  
(804) 746-1456 FAX (804) 746-1561***

# *Quotation*

May 4, 2020

Michael Purvis  
County of Prince George  
6601 Courts Drive  
Prince George, Virginia 23875

Re: Fire Stations 1, 2, 3, 6 and 8

Dear Mr. Purvis,

In accordance with our meeting today, I am pleased to submit the following estimate for an access control system in the following Fire Stations:

		<b>Quote Amount</b>
Station 1	6500 Courthouse Road Prince George, VA 23875	14,125.04
Station 2	10000 County Drive Disputanta, VA 23872	7,279.80
Station 3	19806 Halifax Road Carson, VA 23830	20,820.28
Station 6	11300 South Crater Road South Prince George, VA 23805	10,369.87
Station 8	10800 Prince George Drive Disputanta, VA 23842	10,369.87
	Total	62,964.86

Thank you for choosing Dominion Lock and Security for your door hardware and security needs. If you have any questions, or need additional information, please do not hesitate to contact me.

Sincerely,

J. Alton Tucker

ATTACHMENT A

**Station #1**  
6500 Courthouse Road

<b>MATERIALS</b>		M.S.R.P.	Discount	Net Each	Extended	<b>LABOR</b>		Rate	Extended	<b>\$ Total \$</b>
1	DSX 1042PKG NV	1,675.00	25%	1,256.25	1,256.25	32	Lead Technician	110.00	3,520.00	<b>14,125.04</b>
1	DSX 1042	1,040.00	25%	780.00	780.00	32	Helper	65.00	2,080.00	
1	DSX LAN	345.00	25%	258.75	258.75	3	Program	150.00	450.00	
1	DSX RWS150/28	175.00	25%	131.25	131.25					
3	DMP 368	37.67	0%	37.67	113.01					
3	RPK40 (w/keypad)	435.00	25%	326.25	978.75					
3	Folger Adam 712 x 630	662.00	10%	595.80	1,787.40					
3	Schlage ND80ID-MED	613.00	10%	551.70	1,655.10					
1	18-6 w/shield	924.00	40%	554.40	554.40					
1	18-2	354.00	40%	212.40	212.40					
	Material Sub-Total				7,727.31					
	Miscellaneous Materials		4.50%		347.73					
	Material Total				8,075.04					
							Labor Total		6,050.00	

**Station #2**  
10000 County Drive

<b>MATERIALS</b>		M.S.R.P.	Discount	Net Each	Extended	<b>LABOR</b>		Rate	Extended	<b>\$ Total \$</b>
1	DSX 1042PKG NV	1,675.00	25%	1,256.25	1,256.25	16	Lead Technician	110.00	1,760.00	<b>7,279.80</b>
0	DSX 1042	1,040.00	25%	780.00	0.00	16	Helper	65.00	1,040.00	
1	DSX LAN	345.00	25%	258.75	258.75	2	Program	150.00	300.00	
1	DSX RWS150/28	175.00	25%	131.25	131.25					
3	DMP 368	37.67	0%	37.67	113.01					
1	RPK40 (w/keypad)	435.00	25%	326.25	326.25					
1	Folger Adam 712 x 630	662.00	10%	595.80	595.80					
1	Schlage ND80ID-MED	613.00	10%	551.70	551.70					
1	18-6 w/shield	924.00	40%	554.40	554.40					
1	18-2	354.00	40%	212.40	212.40					
	Material Sub-Total				3,999.81					
	Miscellaneous Materials		4.50%		179.99					
	Material Total				4,179.80					
							Labor Total		3,100.00	



ATTACHMENT A

Station #8  
10800 Prince George Drive

MATERIALS		M.S.R.P.	Discount	Net Each	Extended	LABOR		Rate	Extended
1	DSX 1042PKG NV	1,675.00	25%	1,256.25	1,256.25	24	Lead Technician	110.00	2,640.00
	DSX 1042	1,040.00	25%	780.00	0.00	24	Helper	65.00	1,560.00
1	DSX LAN	345.00	25%	258.75	258.75	3	Program	150.00	450.00
1	DSX RWS150/28	175.00	25%	131.25	131.25				
3	DMP 368	37.67	0%	37.67	113.01				
2	RPK40 (w/keypad)	435.00	25%	326.25	652.50				
2	Folger Adam 712 x 630	662.00	10%	595.80	1,191.60				
2	Schlage ND80JD-MED	613.00	10%	551.70	1,103.40				
1	18-6 w/shield	924.00	40%	554.40	554.40				
1	18-2	354.00	40%	212.40	212.40				
	Material Sub-Total				5,473.56				
	Miscellaneous Materials		4.50%		246.31				
	Material Total				5,719.87				
							Labor Total		4,650.00
									10,369.87

62,964.86

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 10<sup>th</sup> day of November, 2020:

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Present:

Vote:

Donald R. Hunter, Chairman  
Alan R. Carmichael, Jr., Vice-Chairman  
Floyd M. Brown, Jr.  
Marlene J. Waymack  
T. J. Webb

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On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

**RESOLUTION; AWARD OF CONTRACT (\$62,964.86 COUNTY FIRE DEPARTMENT AND EMERGENCY CREW BUILDING ENTRANCE UPGRADE PROJECTS – DOMINION LOCK & SECURITY)**

WHEREAS, upgrades to County the fire stations and emergency crew building entrances were included in the adopted County-Wide CIP Plan for FY2019 and funds were borrowed for such upgrades in the spring of 2019 and are currently on deposit with SNAP; and

WHEREAS, the upgrade projects are recommended for completion by Dominion Lock & Security, Inc. through a cooperative contract with Chesterfield County (Contract #15-1174); and

WHEREAS, The total cost for these entrance upgrades is \$62,964.86; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with Dominion Lock & Security, Inc. in the amount of \$62,964.86 to move forward with these entrance upgrades.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 10<sup>th</sup> day of November, 2020, hereby authorizes the County Administrator to execute a contract with Dominion Lock & Security, Inc. to complete the building entrance upgrades in the amount of \$62,964.86.

A Copy Teste:

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Percy C. Ashcraft  
County Administrator