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Commissioner, District 2

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Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

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Commissioner, District 5

Katherine Miller
County Manager

MEMORANDUM

DATE: June 1, 2020

TO: File

FROM: Bill Taylor, Procurement Manager 

RE: **Sole Source Determination per Section 13-1-126 NMSA 1978 for the Purchase of Food Pass Kits for the County Adult Detention Facility Directly from Southern Folger Steel Manufacturer**

BACKGROUND & ISSUE:

Santa Fe County Corrections Division of the Public Safety Department is budgeted to install food pass kits and latches to 162 inmate cell doors at the Adult Detention Facility (ADF) in Santa Fe, New Mexico. The purpose of the project is to preserve and maintain the health and safety of the County employees and staff, as well as the health and safety of the inmates housed at ADF.

When establishing the budget for the project, the Department contacted a number of steel Distributors and found that Southern Folger Steel is the only manufacturer of the type food pass units for installation in Correctional facilities across the nation, including all fixtures, locks, bolts for the units.

The Department is requesting to purchase the food port/pass kits and assembly directly from the manufacturer, Southern Folger Steel, to obtain the best price and without mark-up by distributors and contractors.

DETERMINATION

After significant due diligence and research, the food pass/kits and assembly units required to be installed in a Correctional facility by certified installers, is only manufactured by Southern Folger Steel. In addition, the requirements by the manufacturer to the contractor to install the units, is a cost that is carried forward and multiplied to the County. In order to obtain the best price for the County, it would be more feasible to purchase the food ports and assembly directly from the Manufacturers and solicit a contractor to bid on the install of each unit.

Therefore, it is not practical for the County to issue a competitive sealed bid to purchase the food port kits and assembly, as there is only one manufacturer of the units. After conducting a good faith review of available sources for the food port units, as well as consulting with the User Agency and the correctional facility equipment industry, it is the determination of the Chief Procurement Officer

of Santa Fe County that the purchase of the food port units meets the requirements of a sole source procurement, pursuant to 13-1-126, NMSA 1978.

Contract Information:

Vendor: Southern Folgers Steel
4634 South Presa,
San Antonio, Texas 78223
OneSource@southernfolger.com
(210) 533-1231

- 100 food pass kits with (2) hinges ea.
- Opening area 5" H x 1' 3-1/4" W
- Frame size 1' 8-1/4" x 10" W
- Frame material – 7 ga mild steel with primer finish
- 100 Southern Steel 1017A Snap latches
- 4 paracentric keys

(100) Retrofit food pass kits:	\$43,500.00
(100) Southern Steel 1017A:	\$43,000.00
TOTAL Quote:	\$ 86,500.00