

**CHRONOLOGY OF THE AGENDA ITEM**  
**Sole Source Distributor**  
**Control Concepts Inc. (CCI) –**  
**HVAC Instrumentation and Controls**

**Scope**

Sole Source Vendor Contract – Control Concepts, Inc. (CCI) – HVAC Instrumentation and Controls. Control Concepts is the exclusive vendor installer for the iNTREO system that supports the Staefa/Talon system for building automation and controls.

**Contract Term:**

The approval of the contract with Control Concepts, Inc. as a Sole Source vendor and distributor of the iNTREO system supporting Staefa/Talon software systems must be approved on an annual basis.

**Background:**

In 2002 DeKalb County School District standardized Staefa/Talcon as the only allowable controls system to be installed in DeKalb County Schools. The software that runs this control system is utilized with the iNTREO product line. Delta Controls is the exclusive manufacturer of the iNTREO brand of HVAC product nationally. Control Concepts, Inc., is the exclusive sole source distributor and installer of the iNTREO system in the state of Georgia.

On January 11, 2016, the DeKalb County School District Board of Education approved Control Concepts, Inc. as a Sole Source Vendor for the installation of HVAC instrumentation and controls district wide.

On October 19, 2020, the Dekalb County School District Board of Education approved Control Concepts, Inc. as a Sole Source Vendor for the installation of HVAC instrumentation and controls district wide.

**Award Process:**

**Board Policy DJE (Purchasing), Paragraph III D.3.(b)**, which allows exceptions to competitive selection.

**Pursuant to Board Policy DJE III D3 (b)- Exceptions to Competitive Selection – Sole Source.** The required goods or services can only be obtained from one source in the marketplace. Such goods or services will usually be of a unique nature and have performance characteristics that can only be obtained from that source. Written documentation of such determination, in a manner prescribed by the Superintendent or the Superintendent's authorized designee, shall be maintained in the project and/or contract files.