

SOLE SOURCE/SINGLE SOURCE
PROCUREMENT JUSTIFICATION

Date: 08/11/17

To: Troy Perry, Interim Special Utilities Executive Director

From: Rickey Little, Interim Director of Procurement
(Department)

Please check appropriate, add comments, and provide signature approval

Specified Supplier: Public Resources Management Group, Inc.
(Company Name)

Price: \$41,000

Sole Source: The specified supplier is the only provider of products/services as described on the purchase requisition. A quotation is attached, and the prices/terms set forth are deemed reasonable for the value presented.

Justification for Sole Source: Describe what is necessary and unique about the product, service or source and steps taken to confirm unavailability of competition as appropriate:

Single Source: The specified supplier was selected to compliment/support the following business decision. A quotation is attached, and the prices/terms set forth are deemed reasonable for the value presented. Please check the appropriate.

Standardized System

Parts provided by "OEM"

Consistent quality/
batch control

"Just in Time" delivery
requirements

City preferred provider

Other (please comment below)

Public Resources Management Group, Inc. conducted the 2015 rate study and has all of the City's data and that will shorten the time on the return of the rate study.

By signing this form, I certify that I am not circumventing a competitive bidding process required by law by using a sole/single source contract for commodities or services:

Requested by: _____

Department Head Approval: _____

Purchasing Director: Rickey Little

Purchase Requisition# _____