



Sole Source Justification Request Form

Use this form for Purchases exceeding \$10,000 for goods, and \$60,000 for Professional Services. Please Print

Determination: A sole source determination is not effective until the sole source request for determination has been posted for thirty (30) calendar days without challenge, and subsequently approved and signed by the Executive Director of Purchasing.

Term: Award of Sole Source Procurement Contract will stay on file for the term of the contract. Renewal of Sole Source Procurement must be re-submitted for new term.

SECTION 1: Requestor Information

Date of Request 08/23/2016 Requisition number (if applicable) Department Technology
Requestor Name Carolina Padilla Phone 505-830-8052 Email padilla_m@aps.edu

SECTION 2: Request for Details

Proposed Vendor Name Library Video Company Estimated Cost 66000 Annual Estimated Quantity 1
Contact Person Katherine Carney Title Inside Sales, Dealer Channel Coordinator
Phone 215-512-3780 Email Address kcarney@safarimontage.com
Term Dec 2016- Dec 2020 Web Site Address www.safarimontage.com

SECTION 3: Description of Goods/Service to be procured (For descriptions and explanation fields, please use and attach additional pages as needed)

Safari Montage, specifically Creation Station, provides a place for students and teachers to create, store, and share digital resources. This tool allows users to manage, access and organize their digital resources.

SECTION 4: Description of unique specifications, exclusive, one of a kind characteristic of commodity/service

Safari Montage is an organization that provides k-12 school districts with a platform that handles video streaming efficiently. Digital resources can be tagged and correlated to Common Core State Standards, which makes it easier for users to find the resources they need.

SECTION 5: Sole Source Considerations (Check applicable considerations)

- Vendor is the sole manufacturer and sole distributor. (Attach applicable documents)
Exclusive Rights: Item or service under patent or copyright held by a single vendor and item or service possesses functions or capabilities critical to use. (Attach patent/copyright info.)
Exclusive Design: Item or service possesses a unique function or capability critical in the use of the item or service and not available from any other sources. (Explain below.)
Replacement or Compatibility of Existing Equipment: The purchase is for equipment associated with use of existing equipment where compatibility is essential for integrity of results. (Provide Manufacture and Model Number of Existing Equipment)
Federal or state appropriation names vendor as condition of funding. (Attach copy of Grant that names vendor.)
Renewal of support/maintenance/subscription of software, technology, or other intellectual property. (Explain below.)
Other (Explain below)

Explanation:

Requestor Signature [Signature] Date 08/24/16
Principal or Site Administrator [Signature] Date 8/24/16