



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 April 29, 2016 Requisition number (if applicable) Department AVID
Requestor Name Eva L. Vigil Phone 505-884-9582 Email vigil_e@aps.edu

SECTION 2: Request for Details

Proposed Vendor Name AVID College Readiness System Estimated Cost \$126,280 /annually Estimated Quantity 30 school:
Contact Person Michael Johnson Title Notary Public and Contracts Specialist
Phone 858-380-4791 Email Address mjohnson@avid.org
Term 4 years term Web Site Address www.avid.org

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

Strategies and materials will be utilized in AVID elective classes and in classes school wide to support college and career preparedness at 30 Title I middle and high schools. This includes materials, professional development and training at all of the 30 schools.

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

AVID has strategies that have been collected throughout the country and has set up a streamlined source of services to meet students' needs. This supports their success in school but also supports their college success through preparation, The program supports them with college applications, paperwork that needs to be submitted and scholarship applications as well.

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:

Renewal of services

Requestor Signature Vigil, Eva L. Date April 29, 2016

Principal or Site Administrator Vigil, Eva L. Date April 29, 2016

Digitally signed by Vigil, Eva L.
DN: cn=Vigil, Eva L, o=AVID, ou=APS, email=vigil_e@aps.edu, c=US
Date: 2016.04.29 11:08:42 -0500