



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 5/3/2016 Requisition number (if applicable) Department Title I and Curriculum & Instruction
Requestor Name Jacqueline Costales Phone 505-880-3799 Email costales@aps.edu

SECTION 2: Request for Details

Proposed Vendor Name Houghton Mifflin Harcourt: Read 180 Estimated Cost \$450,000 Estimated Quantity 424 Upgrades
Contact Person David Martinez Title Account Representative
Phone 505-259-1102 Email Address david.martinez@hnhco.com
Term Web Site Address http://www.hnhco.com/

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

Upgrade all 1700 Read 180 EE (1423) and NG (277) licenses to R180 Universal
READ 180 Universal Upgrade Kit with 60 Perpetual Licenses, Stage B
READ 180 Universal Upgrade License - Single Student, Stage B

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

This product and associated services are developed and sold solely through HMH.

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:

The program was chosen over 8 years ago as a Tier II intervention. This program has been used and will continue to be used to support students that are below grade level in reading as a Tier II RtI intervention.

Requestor Signature Electronic signature - Jacqueline Costales Date 5/3/2016
Principal or Site Administrator Date 5/3/2016