



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 3/14/16 Requisition number (if applicable) 1634433 Department Special Education
Requestor Name Dr. Gwen Sanchez, Inst. Manag Phone 505.253.0310 x67202 Email sanchez_gw@aps.edu

SECTION 2: Request for Details

Proposed Vendor Name MSR West Estimated Cost \$20,000 Estimated Quantity one (1)
Contact Person Scott Dunlap Title Manager, Acoustic Sales
Phone 512.531.6454 Email Address scott.dunlap@ets_lindgren.com
Term _____ Web Site Address ETS-Lindgren Acoustic Systems

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

The Sound Proof Booth is for use of APS audiologists when testing students for hearing impairments. About 1,000 students will be tested annually, with a life expectancy of about 20 years for the booth.

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

Each Sound Proof Booth is build to the particular specifications that the audiologists have provided to the vendor. All Sound Proof Booths are built one site and must meet ANZI standards, and are unique to the space and the specifications of the building in which it is housed.

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 current Sound Proof Booth is approximately 35 years old and has already been moved once or even twice. The specification of being sound proof have already been compromised and a new booth is needed to replace the old one.

Requestor Signature *Dr. Gwen Sanchez* Date 5/27/16
Principal or Site Administrator *Bonnie Anderson* Date 6/2/16