



### 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 8/1/2016 Requisition number (if applicable) \_\_\_\_\_ Department Athletics  
Requestor Name Kenneth Barreras Phone 505-878-6161 Email barreras\_k@aps.edu

**SECTION 2: Request for Details**

Proposed Vendor Name Intand Corporation Estimated Cost \$14,651.00 Estimated Quantity 6 yr. sub.  
Contact Person Courtney Fescoe Title Tandem Team Representative  
Phone 866-810-6037 ext. 1 Email Address Courtney@tandemcal.com  
Term \_\_\_\_\_ Web Site Address www.Tandemcal.com

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

Online Calendar and Facility Management Solutions.

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

Unique to [www.aps.edu/athletics-calendar](http://www.aps.edu/athletics-calendar) and <http://albuquerque.tandem.co/>

**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:**

6 year subscription renewal for online calendar tool.

Requestor Signature Kenneth Barreras

Principal or Site Administrator Kenneth Barreras

Date August 1, 2016

Date August 1, 2016

Digitally signed by Kenneth Barreras  
DN: cn=Kenneth Barreras, ou=Albuquerque Public Schools, email=kenneth123456@aps.edu  
Date: 2016.08.01 16:08:28 -0500