



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 8/2/16 Requisition number (if applicable) _____ Department Special Education
Requestor Name Valerie Smith Phone 855-9928 Email smith_v@aps.edu

SECTION 2: Request for Details

Proposed Vendor Name LRP Publications Estimated Cost \$17,760 Estimated Quantity 1
Contact Person Chad Posnan Title Sr. Education Specialist
Phone 1-800-515-4577 Email Address cposnan@lrp.com
Term One year, effective when purchased Web Site Address www.lrp.com

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

On-line searchable legally compliant one-stop reference center for Special Education.

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

Combination of case decisions, statutes, regulations, case summaries, treatises, news stories and practical guidance. Practical advice and guidance on compliance issues, and program implementation. Commentaries from special education, RTI and Section 504 experts. Coverage of the US Dept. of Ed from Washington D.C. bureau. Legal summaries, full-text cases and commentaries.

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:

Special Ed Connection provides the latest changes, breaking news and hot new case law happening in special education. The only searchable legally compliant one-stop reference center for special education.

Requestor Signature *Valerie Smith* Date 8/2/16
Principal or Site Administrator *Donna Anderson* Date 8/2/16