

2018-035



Routing:
apsprocurement@aps.edu
Phone 878-6126
Fax 830-1161

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 11/7/16 Requisition number (if applicable) 1704109 Department Title I
Requestor Name Laurie Everhart Phone 253-0330 x 67001 Email everhart@aps.edu

SECTION 2: Request for Details

Proposed Vendor Name Explora Estimated Cost \$185,940.00 Estimated Quantity 36 nights
Contact Person Joe Hastings Title Executive Director
Phone (505) 224-8300 Email Address jhastings@explora.us
Term 4 years Web Site Address explora.us

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

Title I, in our effort to strengthen the capacity of schools to build and implement innovative plans of action that draw upon educational and community resources which will increase family engagement, has built a collaborative endeavor with Explora. Through our joint effort...

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

The following are reasons Explora was chosen to provide the required professional services:

- Only children's science learning museum in the APS area

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) [checked]

Explanation:

Explora is the only science and children's museum in Albuquerque that adequately fits our criteria for holding family science nights for our Title I elementary and charter schools.

Our focus continues to enrich our Title I families' experience while attending this event. With this goal in mind, Explora and APS are working together to accomplish the following:

Requestor Signature [Signature] Date 11/10/16
Principal or Site Administrator [Signature] Date 11/10/16

* see attachment

Attachment

* Section 3:

Title I, in our effort to strengthen the capacity of schools to build and implement innovative plans of action that draw upon educational and community resources which will increase family engagement, has built a collaborative endeavor with Explora. Through our joint efforts with Explora, Explora hosts 36 family science nights for seventy-two Title I elementary and charter schools. Explora extends their hours to 6:00pm to 8:30pm to accommodate these events.

* Section 4:

The following are reasons Explora was chosen to provide the required professional services:

- Only children's science learning museum in the APS area
- Explora provides professional development for educators attending Family Science Nights
- Facility set up as a safe learning environment
- Trained bilingual staff encourages and engages families to participate in over 250 exhibit floor activities
- Building capacity holds 600 to 800 students and their families

* Explanation:

Explora is the only science and children's museum in Albuquerque that adequately fits our criteria for holding family science nights for our Title I elementary and charter schools.

Our focus continues to enrich our Title I families' experience while attending this event. With this goal in mind, Explora and APS are working together to accomplish the following:

- Increase family engagement with learning and science
- Improve attitudes toward learning and science
- Increase awareness of scientific phenomena and processes.

In order for a school to participate in a Family Science Night (FSN), the following are required:

- An administrator** (or person on staff holding an administrative license) is present at Explora for professional development (PD) and FSN.
- 5 to 15 staff members and Administrator** attend pre-FSN professional development - "*Untangling Science and Engineering*" and commit to facilitating an Explora exhibit area for one hour on the assigned FSN. These same staff members will implement pre- and post-visit **student activities** in their classroom as instructed by our Title I Resource Teachers.