



**Sole Source Justification Request Form**

Please Print

Document #: 2018-047  
Routing:  
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**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. *Posting period may not apply to requests using Federal Funds.*

**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**

Requisition number (if applicable) \_\_\_\_\_ School/Department Language & Cultural Equity  
Requested By: Name Jessica Villalobos Email villalobos@aps.edu

**SECTION 2: Request for Details – Please provide Buyer the vendor quote and/or proposal.**

Proposed Vendor Name Dual Language Education of New Mexico Estimated Cost \$75,000  
Estimated Quantity 27 days/ 40 Registrations Term January 2018-June 2018

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

Achievement Inspired Mathematics for Scaffolding Student Success provides a framework of instructional components that shelters mathematics content to make it comprehensible and accessible for English learners (ELs). AIM4S3™ is a powerful framework that supports teachers in planning and implementing the Common Core State Standards.

**SECTION 4: Description of unique specifications, exclusive, one of a kind characteristic of commodity/service.** Focus on what is unique about the goods/services and why no other vendor could meet your needs.

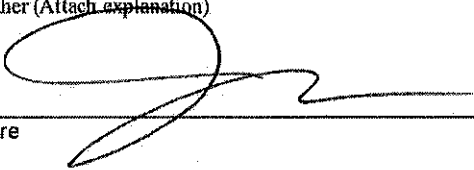
Dual Language Education of New Mexico is the only provider of AIM4S3 trainings in and outside of New Mexico. AIM4S3 was developed and is copyrighted by Erin Mayer and Lisa Meyer. All materials, including publications, digital videos of instruction, training binder, etc. are only available through Dual Language Education of New Mexico.

**SECTION 5: Sole Source Considerations** (Check applicable considerations)

- Vendor is the sole manufacturer and sole distributor. (Attach applicable documents)
- 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. (Attach explanation)
- 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 licenses, technology, or other intellectual property. (Attach explanation)
- Other (Attach explanation)

**\*\*\*Additional considerations for federal funds use only\*\*\***

- Purchase of books, periodicals, and teacher/staff training materials in printed or electronic format from the publishers or copyright holders thereof.
- Teacher/Staff Professional Development/Training/Workshops/Registration/etc.
- Conference Registration & Memberships
- Travel, meals & lodging
- Other (Attach explanation)

Signature 

Date 12/7/17