SOLE SOURCE / BEST SOURCE JUSTIFICATION

To be completed by Unit or Area and forwarded to
Procurement Unit of Financial Services

Vendor/Amount $ $72,874.01

Unit or Area ITSU Date 04/11/2017

☐ Sole Source – A single vendor is uniquely qualified to meet the City's procurement objective.

Provide an explanation of the "need" that has to be fulfilled, focusing on the requirements (not a description of the product or service, which satisfies that need). Why is this vendor the only one that can fulfill the need identified?
Describe the unique aspects of their product or service or attach letter from vendor:

Check appropriate reason below:

☐ This is a product manufactured by a single vendor.

☐ This product or service is sold only through this single distributor.

☐ This service is unique to a single organization.

☐ An unusual or compelling urgency exists (explain below).

What activities have already occurred prior to submitting this request? Discuss what other products and services in the market were reviewed and why they didn't fulfill the need. Have you already evaluated products or services available on the market and then made a determination that this product or service is the only one that meets your need? Has the vendor already done any work related to this project or purchase?

Turnkey was selected as one of the construction firms to build the new A2 I-NET. Corning approached the City of Ann Arbor and offered a 25 year warranty if we allowed Corning to oversee the quality of the construction work. This warranty was being offered at no charge as long as Corning products are used, and they are. The City was seeking vendors to purchase inside plant equipment and received quotes, but Turnkey offered to purchase the equipment because they could obtain a better price than the City.

☑ Best Source – Does the need meet one of the following "best source" definitions instead of the sole source definition referenced above (explain below):

- The product or service must match or be compatible with current equipment or services; or
- It would not be economically feasible for another vendor to provide the product or service needed; or
- A single vendor is uniquely qualified to fulfill the City's need; or
- An unusual or compelling urgency exists.

TurnKey was able to work directly with Corning Fiber to assist in the design of the inside plant hardware that will connect to the new fiber optic network so the City can obtain the 25 year warranty as described above.

REQUESTED BY:

Signature _____ Date 4-11-17

(Typed Name) David Harris

APPROVALS:

Unit Manager _____ Date 4/18/17

Service Area Admin. _____ Date 4/20/17