



HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
Purchasing Division

REQUEST FOR SOLE SOURCE PURCHASE

To: Purchasing Manager

From: Shane Smith, Dispatch Director/E911 Coordinator

Department / Division Name

Date: 3/25/2022

A written request is being made to exercise the Sole Source Procurement outlined in Section 9 of the Highlands County Purchasing Manual. In accordance with the Sole Source Policy, the requesting department must submit a written justification that supports the request for Sole Source.

Brief Description of Good or Service: Building Mapping of public facilities that allows geo locating phone calls.

Supplier Name: Critical Response Group Incorporated

Supplier Contact Information: Critical Response Group, Inc., P.O. Box 831, Island Heights, N.J. 08732
www.crgplans.com (732) 779-4394 info@crgplans.com

CHECK ALL THAT APPLY (EXPLAIN REASONS BELOW):

<input checked="" type="checkbox"/>	Goods or services can be obtained from only one (1) supplier. Describe the unique characteristics of the product or service.
	Continuity of existing research/work
<input checked="" type="checkbox"/>	Compatibility with existing equipment
<input checked="" type="checkbox"/>	Critically important features (detail the features and your research of comparable items).
	Must match existing piece of equipment available only from the same source of original equipment. Provide documentation from supplier supporting that no other supplier can supply this.
	Repair/Maintenance service requires expertise in operations on unit. Necessary parts unavailable from any source except original equipment manufacturer or their designated servicing dealer. Provide explanation of expertise or documentation supporting that this is the only designated dealer.
	Repairs, replacement parts, or technical service available only from manufacturer or authorized distributor
	Technical services in connection with the assembly, installation or servicing of equipment of a highly technical or specialized nature. Provide explanation of services required and why another supplier cannot be used.
	Uniqueness of a product (explain your research/work requirements and the relevance of the product).
	Upgrade to proprietary software or hardware. Available only from the producer of the software or hardware who sells on a direct basis only. Provide documentation showing that this is the only supplier that sells the software or can perform the upgrade.
	Use of this supplier is required by contract/agreement or granting or other governing agency. Please attach a copy of the award page or requirement page referencing this requirement.
	Other - Explain below

LIST EVIDENCE FOR JUSTIFICATION (SUCH AS COMMITTEE REVIEW, VENDOR FEEDBACK, ETC..)

Approved Denied

Purchasing Manager

Date