



HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
 Purchasing Division

REQUEST FOR SOLE SOURCE PURCHASE

To: Purchasing Manager

From: Sheriff's Office / Law Enforcement Bureau
 Department / Division Name

Date: October 4, 2021

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: Upgrade 9 Motorola Dispatch Consoles at end of life on existing Motorola radio system

Supplier Name: Motorola

Supplier Contact Information: Chas Elliot

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. <u>-Must be compatible with existing radio infrastructure</u>
<input type="checkbox"/>	Continuity of existing research/work
<input checked="" type="checkbox"/>	Compatibility with existing equipment <u>-County radio infrastructure is Motorola</u>
<input type="checkbox"/>	Critically important features (detail the features and your research of comparable items).
<input type="checkbox"/>	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.
<input type="checkbox"/>	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.
<input type="checkbox"/>	Repairs, replacement parts, or technical service available only from manufacturer or authorized distributor
<input type="checkbox"/>	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.
<input type="checkbox"/>	Uniqueness of a product (explain your research/work requirements and the relevance of the product).
<input type="checkbox"/>	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.
<input type="checkbox"/>	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.
<input type="checkbox"/>	Other - Explain below

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

Approved Denied

_____ Purchasing Manager

_____ Date