

Sole Source Website Posting Justification Form

Requisition #: AS-008

Date: 8-19-2013

Department: 101

This form must be completed by the requesting department along with the sole source justification form and the campaign disclosure form.

A sole source procurement is authorized when there is only one source practicably available for the goods or services required. The following data must be submitted when a department is requesting a sole source purchase:

Departmental Responsibilities:

1. Vendor Being Requested for Purchase:

Marshall & Swift

2. Nature of Purchase:

Maintenance and Software Support

3. Amount of Purchase:

\$2,354.85

4. What will it be used for:

By the appraisal department in valuation

5. Quantity Being Requested:

2-Residential Estimator license w/ quarterly update
1- Residential Cost Handbook license w/ quarterly updates

This information will be posted on the San Miguel County website for 30 days. If no responses are received we will proceed with original requisition.

Recommendation:

Patricia Salgado
Elected Official/Department Supervisor

8-19-13
Date

Approved:

[Signature]
Finance Department

8/19/13
Date

Approved:

County Manager's Approval (\$5,000.00) Date

FINANCE USE ONLY

Posting Begin Date

8/19/13

Posting End Date:

9/17/13