

Sole Source Website Posting Justification Form

Requisition #: IT-01

Date: 7/1/2014

SS#: FY1415-001

Department: Information Technology

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:

Spatial Data Research

2. Nature of Purchase:

Addressit Annual Maintenance Licesnse

3. Amount of Purchase:

\$1,990

4. What will it be used for:

Adressing software for GIS Program

5. Quantity Being Requested:

3 Licenses

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:

Approved:

_____/s/_____/ 6/27//2014_____
Elected Official/Department Supervisor Date

_____/s/ 6/27/14_____
Finance Department Date

Approved:

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

FINANCE USE ONLY

Posting Begin Date: 6/27/2014

Posting End Date: 7/26/2014