

Sole Source Website Posting Justification Form

Requisition #: AS-002

Date: 7/1/2014

SS#: FY1415-002

Department: Assessor's

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:

\$4,238.80

4. What will it be used for:

By the appraisal department in valuation

5. Quantity Being Requested:

4 Residential Estimators

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/_____/ 7/1/2014_____
Elected Official/Department Supervisor Date

_____/s/_____/ 7/1/14_____
Finance Department Date

Approved:

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

FINANCE USE ONLY

Posting Begin Date:	7/1/2014
Posting End Date:	7/31/2014