

Purchase Division Form  
(02/05)

Subj: SOLE SOURCE JUSTIFICATION REQUIREMENTS

From: (Dept.) 0024  
To: 044

Date: 9/2/2020

Ref: (a) Requisition:

Contractor: SCW

Item: Southern Software

Est. Cost: 8980

Required Delivery Date: 9/15/20

In accordance with reference (a) the following is submitted.

- a. A brief description of the intended use or application.

Camera Services and equipment for expansion of existing video system

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- b. Description of the critical or unique features (patent, copyright, proprietary, etc) which show no other item or source can satisfy the City's need.

This equipment is only compatible with our current system.

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- c. Describe the alternatives reviewed, which led to the conclusion that only this particular source of product can meet the requirement.

Any Alternatives will require us to perform a full change out of our current system

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The above information must be certified as to the accuracy of the facts and representations contained in the request.

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Department Head

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City Manager

The above facts have been reviewed and approved for sole source procurement and the anticipated cost to the City will be fair and reasonable.