

# Sole Source Procurement Instructions

Department: Police Department

Date: 02-12-26

Vendor: Foster and Freeman

Product/Service: Crime-Lite Auto

It is the policy of the City of Harrisonburg that contracts/products be awarded on a competitive basis and that the use of a sole source procurement must be limited to those instances where only one source is practicably available. Per Virginia Code 2.2-4303 and 2.2-4360, the sole source document must be posted online for a minimum of ten (10) days before purchasing the product/service.

1. Explain why this is the only product or service that can meet the needs of the department making the purchase.

There are no other products that exist that have the capabilities of this device. Several options exist that can perform similar functions of the crime-lite auto but no device can perform all of the same functions. No other device also has a tablet interface for photographing and using filters all in one.

2. Explain why this vendor is the only practicably available source from which to obtain this product or service.

There are no other companies that have created a similar functioning device at the time of this request.

3. Explain why the price is considered reasonable.

The price is reasonable because of the extended functionality and portability of the technology. This device effectively replaces an alternate light source (multi spectrum), UV light, IR light, face filters, camera filters, and camera itself.

4. Describe the efforts that were made to conduct a noncompetitive negotiation to get the best possible price for the taxpayers.

No vendor that I have been able to find makes a comparable device. Sirchie and Evident vendors sell nothing like this device. Search engines could not find any devices with all the capabilities of this one. Several devices exist that perform one or two functions of the crime-lite auto but none can do everything.

**Please attach this form to the Requisition and forward to Purchasing.**

Signature: \_\_\_\_\_

  
Daniel Long

Date: \_\_\_\_\_

 2-12-26