

Sole Source Procurement Instructions

Department: ECC

Date: 12/19/2013

Vendor: New London Technology, Inc

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.

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

Custom desktop radio kits using Harris refurbished M7100 radios.

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

refurbished Harris M7100 radios with HRECC radio system features for panic switches.

3. Explain why the price is considered reasonable.

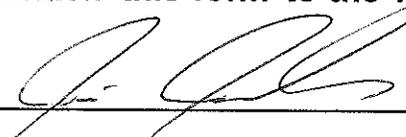
Harris new product estimate was \$90K+

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

Compared parts quote to off the shelf parts and negotiated turn-key price to meet or beat off the shelf prices.

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

Signature: _____



Date: _____

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