

# Sole Source Procurement Instructions

Department: Public Works

Date: 2-29-2024

Vendor: Control Technologies

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.

Control Technologies can provide a system that uses FLIR thermal video detection technology. Control Tech is the only vendor that provides this type of system. This detection system works with the a LED Blinker Sign (RRFB). Control Tech is the only vendor in the state that can sell this system using the FLIR detection system.

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

We are installing a thermal detection system and Control Tech is the only vendor that has this capability.

3. Explain why the price is considered reasonable.

No other vendor is able to give pricing on this type of system.

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

Research was done on other vendors and no one is able to provide a thermal detection system.

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

Signature: Shawn Adams



Date: 2/29/24