

**COMPETITION EXCEPTION REPORT**

Competition exception is the decision to purchase without competition through the use of bidding, formal solicitation, request for qualification, or a request for proposal when competition is available.

**SOLE SOURCE**

Only one vendor possesses the unique and singularly available capability to meet the requirement such as technical qualifications, ability to deliver based on distribution restrictions, or services from a public utility. See the Purchasing Manual Section 40.2 for examples.

Procurement Contact: Victoria Smith

Date: 06/06/2019

Department Contact: Steve Nielsen

E1 Doc No.: _____

Total Cost: \$91,530.00

COMMODITY/SERVICE DESCRIPTION:

NetSpot Laptop and iPad vending units for the Indian Creek Library.

CER/SOLE SOURCE JUSTIFICATION:

The purposes of these devices are for customers to be able to check out a laptop that can be used anywhere in the library without the constraints of utilizing one of the desktop stations. This allows for greater flexibility on patron use and permits a greater number of customers to utilize library computers at one time. Since we would also be allowing for parents to check out an iPad that will be configured with applications geared toward children we are limited on the selection of vending providers. There are two other companies that provide similar options, but only one has laptop vending and the others only vends iPads. This company is the only one that gives us the flexibility to offer both types of devices to our customers. Not only does this option allow the most flexibility, but each device has a smaller footprint and a lower cost than its competitors.

Approved: Emily Baker (Department Director)

Approved: [Signature] (Procurement Manager)

Over \$25,000:
Approved: [Signature] (City Manager)

Attach a copy of completed, signed form to requisition or department purchase order.