

**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: 7/26/19

Department Contact: Emily Baker

E1 Doc No.: _____

Total Cost: \$96,000/year

COMMODITY/SERVICE DESCRIPTION:

Titan Protection & Consulting, Inc is a security guard company.

CER/SOLE SOURCE JUSTIFICATION:

Due to an immediate need to cover day-time hours of operation in March 2019, the library obtained three quotes for security services and Titan was the best value for the services needed. Since April 2019, Titan has established a good working relationship with the library staff covering both OPL and ICL locations. The library staff have invested time in training the Titan guards on library policies and procedures and feel that they have performed their duties very well. The library would like to continue using Titan by extending them a yearly, renewable, performance-based contract.

Approved: Emily Baker (Department Director)

Approved: [Signature] (Procurement Manager)

Over \$25,000:
Approved: Jim E. Shaver (City Manager)