



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: 3-10-20

Department Contact: Lisa Donnelly

E1 Doc No.: _____

Total Cost: \$70,800.00

COMMODITY/SERVICE DESCRIPTION:

Fabrication of lattices, brackets, and fasteners for trellises at Indian Creek Library Park.

CER/SOLE SOURCE JUSTIFICATION:

Custom Cut Metals is the only local metal fabricator who can produce the lattices, brackets, and fasteners needed for the two (2) trellises at Indian Creek Library Park and provide the pieces in a timely manner to keep construction on schedule for a May/June park opening.

A Request for Proposals was posted on Public Purchase for this work on January 21, 2020 and open for 3 weeks, but there were no responders. Custom Cut Metals attempted to respond, but was unable to work through the online system.

Approved:  (Department Director)

Approved:  (Procurement Manager)

Over \$25,000:

Approved:  (City Manager)

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