

CITY OF CARLSBAD SOLE SOURCE AND EMERGENCY PROCUREMENT REQUEST AND DETERMINATION FORM

A sole source *determination* is not effective until the *sole source request for determination* has been posted for thirty (30) calendar days without challenge, and subsequently approved in writing by the Purchasing Manager. *A purchase order will not be issued and orders may not be placed until the sole source determination as been posted for a minimum of 15 days.*

I. Name of Company: Municipal Emergency Services Date: 2/15/22

Please Check One: New Sole Source Renewal of Existing Sole Source

Please Check One: Product Services Product and Services

Type of Sole Source Requested: *(Please check the one that best describes the type of Sole Source you are requesting)*

Company Sole Source (Only one company can provide the goods or services)

Brand Name Sole Source (Only this brand will serve the intended purpose or function with existing equipment or systems, including software)

Unique Professional Services (Only one company or individual can provide this service due to the creative nature of the service or custom delivery of goods or services that are unique and subject to custom design and/or fabrication.

***Please note- True Professional Services under \$60,000 in value are considered a small purchase and does not require a sole source determination.*

Proprietary Sole Source (Only this company provides this product or service and only this company can provide after sale maintenance, repairs or service agreements)

Local Sole Source (Only one company exists to provide this product or service locally and due to the nature of the purchase, it is not feasible or reasonable to obtain the product or service from non-local sources. Only one local vendor is able to respond to the need in a timely manner due to local proximity)

Amount of Purchase \$ 3,819.94

II. **Emergency Procurement Request**

DEFINITION OF EMERGENCY CONDITIONS:

An emergency condition is a situation which creates a threat to public health, welfare, safety or property such as may arise by reason of floods, epidemics, riots, equipment failures or similar events. The existence of the emergency condition creates an immediate and serious need for services, construction or items of tangible personal property that cannot be met through normal procurement methods and the lack of which would seriously threaten:

- A. the functioning of government;
- B. the preservation or protection of property; or
- C. the health or safety of any person.

Please provide a detailed explanation for why the purchase required meets the above definition of an Emergency Condition.

N/A

** The Emergency Determination will only be in effect as long as needed to alleviate the emergency conditions. Once the emergency condition has passed, regular procurement methods and procedures must be followed.

Amount of purchase: \$ _____

Sole Source Determination

III. Provide a detailed, sufficient explanation of the reasons, qualifications, proprietary rights or unique capabilities of the prospective contractor that makes the prospective contractor ***the one source*** capable of providing the required professional service, service, construction or item(s) of tangible personal property. (Please do not state the source is the “best” source or the “least costly” source. Those factors do not justify a “sole source.”)

MES is the sole source distributor of Seek Thermal brand products. There is no other source in the continental United States to obtain these products.

IV. Provide a detailed, sufficient explanation of how the professional service, service, construction or item(s) of tangible personal property is/are ***unique and how this uniqueness is substantially related to the intended purpose of the contract.***

Only one source can distribute this product in the United States.

- V. Explain why other similar professional services, services, construction or item(s) of tangible personal property *cannot* meet the intended purpose of the contract.

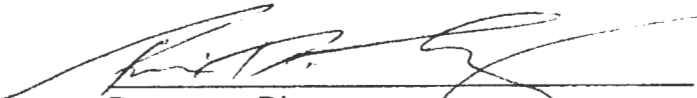
There is no other source to obtain similar products from.

- VI. Provide a narrative of the due diligence used in determining the basis for the procurement, including a review of available sources and include Include a list of businesses contacted (*do not state that no other businesses were contacted*), date of contact, method of contact (telephone, mail, e-mail, other), and documentation demonstrating an explanation of why those businesses could not or would not, under any circumstances, provide the goods or services; or an explanation of why the department has determined that no businesses other than the prospective contractor can provide the goods or services requested.

See attached letter from the Vendor.

Certified by:

Date: 2.15.2022



Department Director

APPROVED:

Date: 3-1-22



Chief Procurement Officer

Authority to Proceed

- 1) the signature of the CPO on this form certifies the sole source has been posted for thirty (30) calendar days and has received no challenges;
- 2) the sole source is granted as of the date of signature by the State Purchasing Agent; and
- 3) the signature of the CPO on this form is the final signature required for this sole source procurement.



6300 Hollister Avenue
Santa Barbara, CA 93117
www.thermal.com

January 10, 2022

RE: SOLE SOURCE LETTER-SEEK REVEAL FIRE PRO & SEEK REVEAL SHIELD

To Whom It May Concern:

MES – Municipal Emergency Services, Inc., headquartered in Sandy Hook, CT, is the sole source distributor of the following Seek Thermal products in the continental United States for the year of 2022.

RQ-FFIX: SEEK REVEAL FIRE PRO-X
RD-FFA: SEEK REVEAL FIRE PRO CHARGING STATION
RQ-FFAX: SEEK REVEAL FIRE PRO
RQ-LAHX: SEEK REVEAL SHIELD PRO

Thank you for your interest in our thermal imaging equipment. Please contact us at 1.805.683.3300, should you have any further questions.

Katie Klaft
Director of Sales Operations
Seek Thermal



2330 West University Drive
Unit #10
Tempe, AZ 85281

Quote

Date 02/09/2022
Quote # QT1552103
Expires 02/24/2022
Sales Rep Arreola, Hugo A
PO # Seek Fire Pro X
Shipping Method FedEx Ground

Bill To
Accounts Payable
City of Carlsbad
PO BOX 1569
CARLSBAD NM 88221-1569
United States

Ship To
Chief Rick Lopez
Carlsbad Fire Department
401 S. Halagueno
Carlsbad NM 88220
United States

| Item | Alt. Item # | Units | Description | QTY | Unit Sales Pri... | Amount |
|----------|-------------|-------|--|-----|-------------------|----------|
| RQ-FFIX | | | FirePro X | 6 | 599.00 | 3,594.00 |
| RT4-4504 | | | SEEK TIC Gear Keeper with Aluminum Carabiner | 6 | 34.99 | 209.94 |

| | |
|-------------------------------------|-------------------|
| Subtotal | 3,803.94 |
| Shipping Cost (FedEx Ground) | 16.00 |
| Total | \$3,819.94 |

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.

