

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.*

1. Name of Company: Poly-Tech America Date: 7/19/2022

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 \$ 4,000.00

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.”)

Poly-Tech America is the sole source provider for Poly-Tech Mounting and Storage Solutions, including patent pending mounting brackets and custom made to order equipment mounts.

Poly-Tech is the manufacturer of the mounting equipment needed, and they only sell direct to the customer.

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- 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*.

Poly-Tech manufactures mounting systems for Para-Tech stabilization struts. We have been unable to find any other company that makes mounting systems specifically designed for this equipment. All other mounting brackets are generic strap style brackets, which we have found to be insufficient in containing the heavy struts during normal vehicle driving.

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

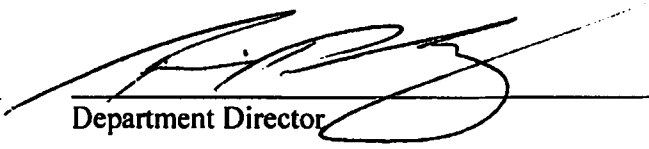
No other items available from any other manufacturer.

- 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.

We contacted our normal suppliers of firefighting tools and equipment, including Artesia Fire Equipment, LN Curtis & Sons, Grainger, and Siddons-Martin. None of these suppliers were able to provide mounting brackets specific to our equipment. An online search revealed only one company able to do so, which is Poly-Tech.

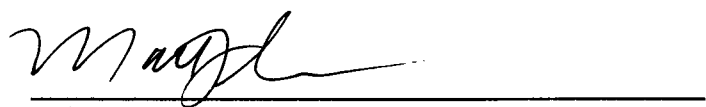
Certified by:

Date: 7-19-2022


Department Director

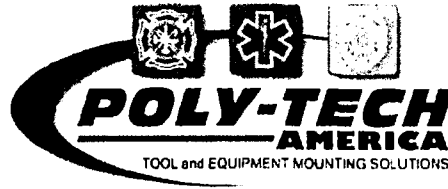
APPROVED:

Date: 8-19-22


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.



Sole Source Letter

2022

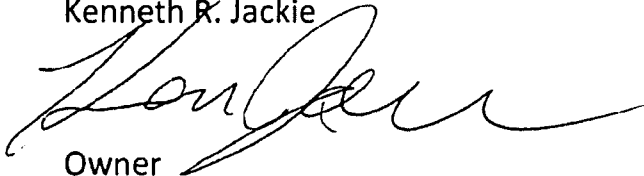
To whom it may concern,

This is to confirm that Poly-Tech America® is the sole source provider for emergency vehicle Poly-Tech Mounting Solutions and Poly-Tech Custom Storage Solutions.

Our Poly-Tech America® custom poly Line includes but is not limited to, Patent Pending Snap-Lock Strut Mounting System™, Tilt N' Deploy mounts™, Poly-Box Storage System™ and all custom made to order: Specialized Equipment Mounts, Brackets, Hose Pockets, Cargo Boxes, Tray Liners, Center Consoles, and Command Units.

Poly-Tech America® customized poly products are for persons with an emergency apparatus, in the rapid response field or all branches of the military that are in need of a solution to make a specific space professionally designed for functionality, equipment protection extending the life of tools and/or apparatus increasing your rapid response and safety.

Kenneth R. Jackie

A handwritten signature in black ink, appearing to read "Ken Jackie", written over the printed name.

Owner