



## JUSTIFICATION FOR SOLE SOURCE CERTIFICATION

**Sole Source Purchases** are defined clearly, based upon a legitimate need, and are limited to a single supplier. Sole source purchases are normally not allowed except when based upon strong technological grounds such as operational compatibility with existing equipment and related parts or upon a clearly unique and/or cost effective feature requirement. The use of sole source purchases must be justified and shall be limited only to those specific instances in which compatibility or technical performance needs are being satisfied.

**Sole Source Services** are defined as a service provider providing technical expertise of such a unique nature that the service provider is clearly and justifiably the only practicable source available to provide the service. The justification shall be based on the uniqueness of the service, sole availability at the location required, or warranty or defect correction service obligations of the service provider.

This form must be filled out for the request to purchase any good or non-professional service that requires a competitive procurement process (informal quotes (\$1001-\$10,000), formal quotes (\$10,001 - \$19,999.99), or formal bid (\$20,000 or more) as defined in the LFUCG's Purchasing Manual. This form must be completed in its entirety and attached to the purchase requisition.

**Note: Sole Source Purchase requests for goods exceeding \$20,000 will require approval by the Urban County Council by submitting an Administrative Review Form. A copy of this form must be signed off by Central Purchasing and attached to the Administrative Review Form.**

### Requesting Division

Name Commander Eric Lowe Division/Dept Police/Administration

Phone 859-258-3614 Email elowe@lexingtonpolice.ky.gov

Type of Purchase:  Goods/Materials/Equipment  Services

Cost: \$999,844 over two fiscal years

Sole Source Request for the Purchase of: Body worn camera annual maintenance for 2 yrs.

\$890,500 authorized by 270-2016. \$109,344 for additional cameras. Over FY20 & FY 2021

One Time Purchase  To Establish Sole Source Provider Contract  
(subject to annual review and approval by Central Purchasing and/or Urban County Council)

### Vendor Information

Business Name Axon Enterprise Inc.

Contact Name Jeff Childs

Address 17800 N. 85th St. Scottsdale, Arizona 85255

Phone 800-978-2737 Email jchilds@axon.com

**STATEMENT OF NEED:** (Add additional pages as needed)



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My division/department's recommendation for sole source is based upon an objective review of the product/service required and appears to be in the best interest of the LFUCG. I know of no conflict of interest on my part, and I have no personal involvement in any way with this request. No gratuities, favors, or compromising actions have taken place. Neither has my personal familiarity with particular brands, types of equipment, materials, persons or firms been a deciding influence on my request to sole source this purchase when there are other known suppliers to exist.

**1. Describe the product or service and list the necessary features this product provides that are not available from any other option.**

Body worn cameras were deployed to 400 officers through a five year contract with Axon which was signed in 2016 and Authorized by 270-2016. Additional cameras were purchased for 124 additional officers by a sole source purchase. This request is for two additional years of annual maintenance for those cameras. Original contract amount will be \$445,250 in FY20 and FY21. The additional amount will be \$54,672 in FY20 and FY21. Funds are budgeted.

**2. Below are eligible reasons for sole source. Check one and describe.**

Licensed or patented product or service. No other vendor provides this. Warranty or defect correction service obligations to the consultant. Describe why it is mandatory to use this licensed or patented product or service.  
This service is for the maintenance and storage of cameras/videos already owned by LFUCG. No other vendor can provide this service.

Existing LFUCG equipment, inventory, custom-built information system, custom-built data inventory system, or similar products or programs. Describe. If product is off-the-shelf, list efforts to find other vendors (i.e. web site search, contacting the manufacturer to see if other dealers are available to service this region, etc.)

Uniqueness of the service. Describe.

The LFUCG has established a standard for this manufacturer, supplier, or provider and there is only one vendor. Attach documentation from manufacturer to confirm that only one dealer provides the product.

Factory-authorized warranty service available only from this single dealer. Sole availability at the location required. Describe.

Used item with bargain price (describe what a new item would cost). Describe.

Other – The above reasons are the most common and established causes for an eligible sole source. If you have a different reason, please describe:

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**3. Describe efforts to find other vendors or consultants (i.e. phone inquires, web site search, contacting the manufacturer to see if other dealers are available to service region, etc.).**

Axon Enterprise is the only vendor that supports the body worn cameras which are used by the Lexington Police Department.

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**4. How was the price offered determined to be fair and reasonable?**

(Explain what the basis was for comparison and include cost analyses as applicable.)

The price is the same as the initial contract which was negotiated and approved by Council and the Mayor.

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**5. Describe any cost savings realized or costs avoided by acquiring the goods/services from this supplier.**

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