



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 Bettie Kerr Division/Dept Historic Preservation

Phone 859-258-3265 Email bettiek@lexingtonky.gov

Type of Purchase: () Goods/Materials/Equipment (X) Services

Cost: \$25,415.00

Sole Source Request for the Purchase of: Restoration of historic street clock.

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 Verdin Company

Contact Name Jeannie Caldwell

Address 444 Reading Road, Cincinnati, OH 45202

Phone 513-852-2764 Email jporter@verdin.com

STATEMENT OF NEED: (Add additional pages as needed)

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, nor on the part of the Historic Preservation Commission Clock Restoration Committee.



JUSTIFICATION FOR SOLE SOURCE CERTIFICATION

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

The 100 year old Skuller street clock is in need of full restoration, including structural repairs and custom fabrication of missing elements (based on documentation by historic photos of the clock), as well as to total reworking of the clockworks. The nature of this work is such that only a firm such as the Verdin Company is able to appropriately carry out all aspects of the restoration. The Verdin Company is the only street clock factory/restoration firm in this region and is able to carry out all aspects of the restoration within their factory in Cincinnati. Upon completion, Verdin Company will complete the work by re-installing the clock on Main Street.

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.

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.
See above

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:

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.).



JUSTIFICATION FOR SOLE SOURCE CERTIFICATION

Research was done by contacting clock professionals in Lexington area and they referenced the Verdin Company. There were none locally that had the ability nor the equipment to do the necessary work. Research was also done on the web and again, no firm within a reasonable distance nor with similar abilities to carry out whole project was located.

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

The price quoted is one that appears quite fair in light of the nature of the work that must be done on the historic clock.

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

The nature of this historic clock restoration limits the possibility of locating other suppliers/craftspeople.