



## 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 David Filiatreau Division/Dept: Traffic Engineering / PW/EQ

Phone 859-258-3491 Email [dfiliatreau@lexingtonky.gov](mailto:dfiliatreau@lexingtonky.gov)

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

Cost: \$22,670.00

Sole Source Request for the Purchase of: Comprehensive Coverage / Warranty with PathMaster, Inc. to continue to supply / provide technical related support for any/all software upgrades and hardware issues related to the Centracs central traffic control system. The Centracs system is a proprietary product of Econolite and cannot be serviced by any other distributor due to territorial restrictions.

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 PathMaster, Inc.

Contact Name Mike Semchee

Address 1960 Midway Drive, Twinsburg, OH 44087

Phone 216-410-0299 Email [msemchee@pathmasterinc.com](mailto:msemchee@pathmasterinc.com)



## JUSTIFICATION FOR SOLE SOURCE CERTIFICATION

**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, 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.**

Comprehensive Coverage / Warranty with PathMaster, Inc. to continue to supply / provide technical related support for any/all software upgrades and hardware issues related to the Centrac's central traffic control system. The Centrac's system is a proprietary product of Econolite and cannot be serviced by any other distributor due to territorial restrictions.

---

---

**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.

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.

**XX** 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:



## JUSTIFICATION FOR SOLE SOURCE CERTIFICATION

---

---

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.).

The services being provided are to support proprietary Econolite hardware, software and technology only offered by PathMaster, Inc.

---

---

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 offered is well within industry standards for similar warranties and thus, considered to be equitably fair and reasonable. The original purchase and agreement came with a warranty period defined to end May 4, 2015. Following the initial warranty, the terms and estimated costs were defined in the contract agreement. The amount quoted is in line with that specified amount.

---

---

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

With the coverage and warranty in place, any hardware malfunctions will be remedied as needed and software advances or updates will be passed along at no additional costs to the city.

---

---