



# CITY OF HOLLYWOOD, FLORIDA

## PROCUREMENT SERVICES DIVISION

### Sole Source Justification Form (Use for Purchases(s) in excess of \$2,500)

**Per City of Hollywood Ordinance § 38.40 (C) (3) 'sole source' purchases are exempt from the competitive bid and competitive proposal requirements.** *Sole-source supplies and services, such as unique, patented, or franchised supplies or services, are exempt if the Director of Procurement Services determines, after a good faith review of available sources, that a particular supply or service is available from only one source.*

Date 1/15/15

Department/Office Information Technology

Division/Area Admin

Contact Person Christophe St. Luce

Title Interim Director, I.T.

Phone 954-921-3479

Email cstluce@hollywoodfl.org

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1. Requested Vendor AT&T

Vendor Number 4440

Address PO Box 105503, Atlanta, GA 30348

Contact Person Miriam Buonomo

Title Account Manager

Phone 305-582-9485

Email mb0481@att.com

2. Product/Service being requested (be specific). High Capacity DS1 Service

3. Detailed description of the product/service function and purpose. High capacity DS1 service between the Verizon Wireless network and the City of Hollywood network to provide a means for the public safety laptops to connect to our local resources

4. Please explain in detail why this vendor is the sole source supplier for the required product/service. Be sure to explain the necessary features this vendor provides which are not available from any other vendor. Per Verizon Wireless, AT&T is considered the least cost provider of this service as it is the only telecommunications provider with a point of presence within the Verizon Wireless network facility in Jupiter, Florida--which serves the South Florida area for the Verizon Wireless network.

5. Please explain in detail what process the Department/Office took to verify that there are no other vendors or products/services available to perform the required function.

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # BPO \_\_\_\_\_  
(As Applicable)

Researched with surrounding cities (Ft. Lauderdale, Davie and Pembroke Pines) and with AT&T to confirm that the combination of Verizon Wireless and AT&T is the only data service combination to provide the required service for the public safety laptops.

6. Please submit supporting documentation from the vendor or other sources certifying that this vendor is a sole source for the required product/service being requested. For example, the vendor holds the distribution rights, productions rights, copyrights, trademark and/or patent:

- ☐ Vendor holds the exclusive rights for the product/service.
- ☒ Vendor is the sole provider of the product/service that has unique characteristics essential to the needs which no other product is capable.
- ☐ Product is replacing existing product and necessary to maintain warranty or service contract.
- ☐ Product is replacing existing product and is not interchangeable with any other product.

7. Total cost of the requested product/service? \$23,000

8. Total estimated annual (fiscal year) cost of requested product/service? \$7,500

Account Number(s) 57.1345.00056.590.004102 \_\_\_\_\_

9. Is this product/service covered by a warranty? ☐ Yes ☒ No

If yes, please attach a copy of the warranty details.

10. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

☒ Yes ☐ No

If yes, please describe the related products/services and estimated cost(s.)  
Continued service renewal with AT&T for the High Capacity DS1 circuits

11. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

☐ Yes ☒ No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.)  
\_\_\_\_\_

12. Is this a grant related purchase? ☐ Yes ☒ No

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.) \_\_\_\_\_

Will this require matching funds? ☐ Yes ☒ No

What is the grant source? \_\_\_\_\_

What is the grant (dollar) amount? \_\_\_\_\_

Procurement Service Division use only

Requisition # R \_\_\_\_\_ Purchase Order # P \_\_\_\_\_ Blanket Purchase Order # BPO \_\_\_\_\_  
(As Applicable) (As Applicable) (As Applicable)

13. Please complete an advanced search of the vendor recommended for award on the Federal Government's Systems for Award Management at [www.sam.gov](http://www.sam.gov).

Date of Advanced Search 1/15/15

Company Name(s) Searched  
AT&T Services, Inc

Search Results  
Exp 3/7/15

AT&T Corp

Exp 3/20/15

Bellsouth

Exp 4/15/15

#### REQUESTING DEPARTMENT RECOMMENDATION

**WARNING:** Per Florida Statutes 838.22(2) – "It is unlawful for a public servant, with corrupt intent to obtain a benefit for any person or to cause unlawful harm to another, to circumvent a competitive bidding process required by law or rule by using a sole-source contract for commodities or services.

I recommend that the competitive quoting/bidding process be waived and that the goods/services be purchased as a sole source.

\_\_\_\_\_  
Contact Person's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

CHRISTOPHER ST. LUIS  
Director's Signature (required over \$10,000)

1/15/15  
Date

#### APPROVAL (Procurement Service Division Use Only)

Verified By:	<u>JS</u>	Date	<u>1-21-15</u>
Approved By:	<u>[Signature]</u>	Date	<u>1-21-15</u>

Procurement Service Division use only

Requisition # R  
(As Applicable)

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