



Sole Source Procurement

Request for Exception to the Competitive Procurement Process

Requestor's Name	Department/Division	Phone Number	Date
Tyler Goodman	City Manager's Office	928-777-1340	3/2/2020

Type of Exception

- Professional or specialized service
Section 1-27-16 of the Procurement Code
- Emergency procurement
Section 1-27-10 of the Procurement Code
- Sole source procurement
 Brand (OEM Required)
- Cooperative procurements
Section 1-27-9 of the Procurement Code
- Situation where solicitation of bids or proposal would be impractical, unavailing, or impossible.
- Agreements negotiated by the City Attorney or Risk Manager in settlement of a claim of litigation or threatened litigation are exempt from the provisions of this chapter.
- Other (specify):

Description of Goods or Services to be Purchased

Two (2) steel archway signs to be designed, fabricated and installed in the Whiskey Row Alley.

Per section 1-27-10 of the City's procurement code, please document why there is only one source for the required material or service, including :

- Why no other type of material or service will satisfy the needed of the City; and
- Why a specific material or service must be purchased to the exclusion of others; and
- What were the specific efforts made to determine the availability of any other source.

Per City Code 1-27-18 (I), if no response is received from competitive solicitation, the purchasing agent may re-solicit, terminate further solicitation, or procure under the provisions for emergency or sole source, whichever is applicable.

The City opened a request for proposals from 1/26/2020 to 2/20/2020 and received no bids. Because of that we have approached a local vendor to assist in this project.

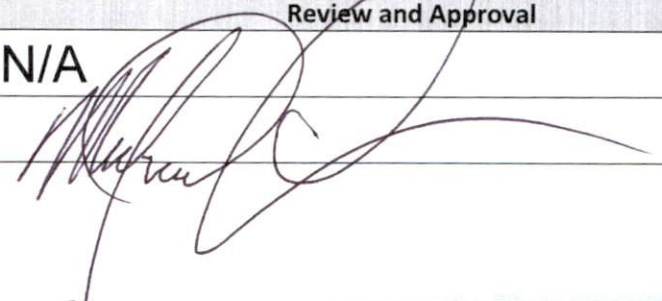
Financial Information

Estimated Cost:	Organization:	Object:	Project:
\$ 61,250.00	Bed Tax/Streets Fund		

Vendor Information

Vendor Name:	Work of Arc Fabrication LLC		
Vendor Number:		Phone:	928-925-5086
Contact:	JR Lee	Fax:	
Address	1135 Haining St. Ste B Prescott, AZ 86305		
Email:	workofarcfab@gmail.com	Website:	

Review and Approval

Department Head:	N/A	Date:	
City Manager:		Date:	3/2/2020