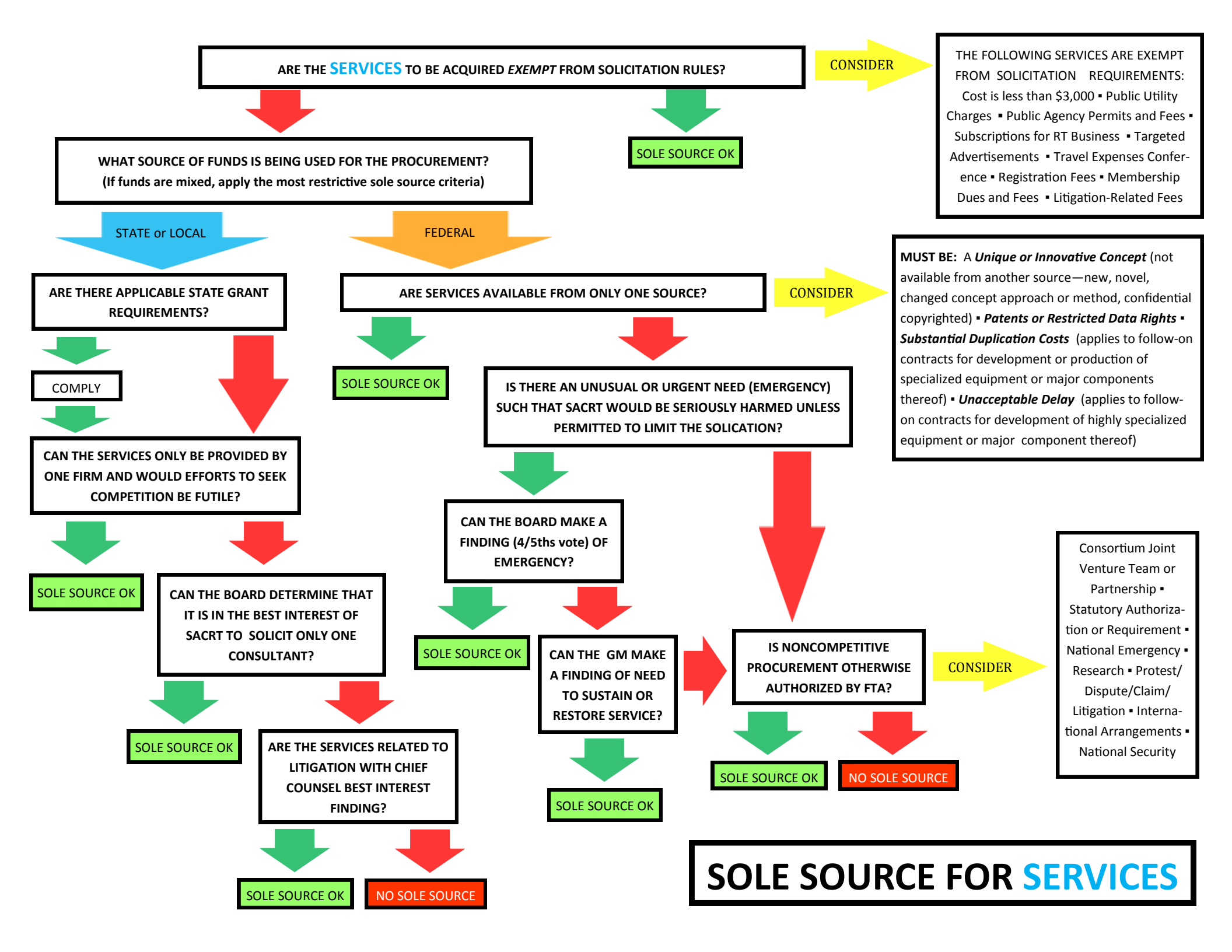
ARE THE SERVICES TO BE ACQUIRED EXEMPT FROM SOLICITATION RULES?
CONSIDER
THE FOLLOWING SERVICES ARE EXEMPT FROM SOLICITATION REQUIREMENTS: Cost is less than $3,000 ▪ Public Utility Charges ▪ Public Agency Permits and Fees ▪ Subscriptions for RT Business ▪ Targeted Advertisements ▪ Travel Expenses Conference ▪ Registration Fees ▪ Membership Dues and Fees ▪ Litigation-Related Fees
SOLE SOURCE OK
WHAT SOURCE OF FUNDS IS BEING USED FOR THE PROCUREMENT? (If funds are mixed, apply the most restrictive sole source criteria)
STATE or LOCAL
FEDERAL
ARE THERE APPLICABLE STATE GRANT REQUIREMENTS?
COMPLY
CAN THE SERVICES ONLY BE PROVIDED BY ONE FIRM AND WOULD EFFORTS TO SEEK COMPETITION BE FUTILE?
SOLE SOURCE OK
CAN THE BOARD DETERMINE THAT IT IS IN THE BEST INTEREST OF SACRT TO SOLICIT ONLY ONE CONSULTANT?
SOLE SOURCE OK
ARE THE SERVICES RELATED TO LITIGATION WITH CHIEF COUNSEL BEST INTEREST FINDING?
SOLE SOURCE OK
NO SOLE SOURCE
ARE SERVICES AVAILABLE FROM ONLY ONE SOURCE?
CONSIDER
MUST BE: A Unique or Innovative Concept (not available from another source—new, novel, changed concept approach or method, confidential copyrighted) ▪ Patents or Restricted Data Rights ▪ Substantial Duplication Costs (applies to follow-on contracts for development or production of specialized equipment or major components thereof) ▪ Unacceptable Delay (applies to follow-on contracts for development of highly specialized equipment or major component thereof)
SOLE SOURCE OK
IS THERE AN UNUSUAL OR URGENT NEED (EMERGENCY) SUCH THAT SACRT WOULD BE SERIOUSLY HARMED UNLESS PERMITTED TO LIMIT THE SOLICATION?
CAN THE BOARD MAKE A FINDING (4/5ths vote) OF EMERGENCY?
SOLE SOURCE OK
CAN THE GM MAKE A FINDING OF NEED TO SUSTAIN OR RESTORE SERVICE?
SOLE SOURCE OK
IS NONCOMPETITIVE PROCUREMENT OTHERWISE AUTHORIZED BY FTA?
CONSIDER
Consortium Joint Venture Team or Partnership ▪ Statutory Authorization or Requirement ▪ National Emergency ▪ Research ▪ Protest/ Dispute/Claim/ Litigation ▪ International Arrangements ▪ National Security
SOLE SOURCE OK
NO SOLE SOURCE
SOLE SOURCE FOR SERVICES