

# SINGLE/SOLE SOURCE JUSTIFICATION FORM

Complete this form when requesting an exception to the county's competitive procurement policy where only one firm has a product that will meet the project's needs or product specifications, or only one firm can do the work requested. Completing this form does not guarantee that the proposed vendor will be selected. It is the requester's responsibility to provide all required information and documentation as indicated in this form.

**Procurement Manager reserves the right to competitively bid, negotiate, or solicit additional information and remains the final authority on all procurement issues.**

Type of Source
<b>Sole Source:</b> The <i><b>ONLY</b></i> known supplier for unique products and services where no other options are available
<b>Single Source:</b> Though there may be alternate sources for the product or service requested, circumstances dictate the use of the proposed vendor, i.e., availability, timeliness, location, etc.

Part I: General Requester Information
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Department Name: <b>Facilities Management</b>	Division Name: <b>Budget and Fiscal Services</b>
Will the Annual Amount Exceed \$50,000.00? <span style="margin-left: 100px;"><input checked="" type="radio"/> Yes</span> <span style="margin-left: 50px;"><input type="radio"/> No</span>	

Part II: Vendor Information
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Vendor Name: Automated Controls of Newberry, LLC	Vendor Contact Name: <b>Todd Mooney</b>
Vendor Contact Phone: <b>352-331-5146</b>	Vendor Contact Email: <b>actoddm@gmail.com</b>

Part III: Single/Sole Source Justification (check one or more)
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DESCRIPTION OF PURPOSE: The Manufacturer, model number and / or generic description.

We use Automated Logic as the building automated system at Community Support Services/Health Department, Records Building, New Ag Center and the State Attorney's Office is has been scheduled to have the system added. Previous building automated system installations were a different brand but now parts are becoming obsolete and we sourced many different options when first selecting Automated Logic. In order to remain current, cost effective, able to maintain and update future systems, the County has standardized to Automated Logic as our building automated system.

1	Parts/Equipment can Only be Obtained from Original Manufacturer - Not Available through Distributors.
2 <input checked="" type="checkbox"/>	Only Authorized Area Distributor of The Original Manufacturer.
3 <input checked="" type="checkbox"/>	Proprietary Item/Service ( <u>Explain Below</u> )
4	Parts/Equipment Not Interchangeable with Similar Parts of Another Manufacturer ( <u>Explain Below</u> )
5 <input checked="" type="checkbox"/>	This is the Only Known Item/Source that will Meet the Specialized Needs of this Department Or Perform the Intended Function. ( <u>Explain Below</u> )
6 <input checked="" type="checkbox"/>	Parts/Equipment are Required from this Vendor to Provide Standardization ( <u>Explain Below</u> )
7	Upgrade to Existing Software. Available Only from The Producer of this Software Who Sells on Direct Basis Only.
8	An Awarding Agency or Passthrough that Was Competitively Procured.
9	None of the Above Apply. Detailed Explanation for Source Request ( <u>Explain Below</u> ) <i>Describe the full scope of work contemplated including installation if required; items should include brand, model and part number if applicable;</i>

**Comments on Above line numbers:**

2. Automated Controls of Newberry, LLC is the only authorized distributor of Automated Logic controls in this region.

3. Automated Logic software is proprietary but may be integrated with third-party, non-proprietary components (BACnet(R)).

5. Automated Logic system has the ability to integrate with our current access control system, solar installations, centralized alarm systems, lighting, HVAC, and some of our elevators.

6. Automated Logic system will provide standardization of building automated system County-Wide.

**Part IV: Confirmation of Documentation**

Have you provided required documentation including vendors quote, for this request in support of the justification in Parts III of this form?



Yes



No

You may also attach any additional information not specifically requested on this form to support your single/sole source justification.

**Part V ESTABLISHMENT OF PRICE REASONABLENESS**

Analysis of offer and/or offers has determined that the price proposed is determined to be fair, reasonable and in the best interests of the County based on the following:

- 1 Price obtained was from a catalog or standard price list regularly maintained by the vendor covering standard commercial products sold. (Attach copy of vendor's price list.)
- 2 Price obtained includes a discount from current list prices. (Attach copy of quote showing list price and net price paid.)
- 3 Other. (Explain Below.)

**Part VI: Department**Patrick Thomas

Requester Name

Patrick Thomas

Patrick Thomas (Jun 29, 2023 09:13 EDT)

Requester Signature

06/29/2023

Date of Signature

Daniel Whitcraft

Director

Daniel Whitcraft

Director Signature

06/29/2023

Date of Signature

**Part VII: Procurement & BOCC**

Single Source



Sole Source

MB  
DKTheodore White, Jr

Procurement Manger

flub

Procurement Manger Signature

07/07/2023

Date of Signature

Chair

Chair Signature

Date of Signature



August 09, 2022

**Alachua County Facilities  
915 SE 5<sup>th</sup> Street  
Gainesville, Florida 32601**

**Subject: Automated Logic Dealer Representation**

To Whom it May Concern,

Automated Logic Corporation (ALC) has a distribution network comprised of factory-owned branch offices and authorized partners around the globe who share our commitment toward product excellence and unparalleled customer support. These relationships combine our financial strength and engineering resources with the experience, service and commitment you'll find at the local level. It's a combination that will serve you without equal – and continues to keep Automated Logic at the forefront of innovative building control.

The dealer distribution network for North America is represented by participating ALC Dealer Representatives and ALC Branches. Automated Logic recognizes the network offices by geographic boundaries.

Please note that **Automated Controls of Newberry, LLC, 134 S.W. 140<sup>th</sup> Terrace, Newberry, FL 32669** is the only independent authorized dealer in their service area authorized to support Alachua County Facilities and their geography which includes the following Florida Counties:

- Florida - Alachua County (12001)
- Florida - Citrus County (12017)
- Florida - Dixie County (12029)
- Florida - Gilchrist County (12041)
- Florida - Lafayette County (12067)
- Florida - Levy County (12075)
- Florida - Marion County (12083)
- Florida - Taylor County (12123)

Automated Controls of Newberry also operates in select other geographies, partnering with ALC on national accounts, critical and special projects and contributes to ALC's ongoing research development and beta test programs.

Please do not hesitate to contact me should you have any comments, questions or requirement for additional information.

Thank you,

Joe Tossing  
South East Region Sales Manager  
Direct 678.622.0205  
[Joe.Tossing@Carrier.com](mailto:Joe.Tossing@Carrier.com)

**Signature:**   
Darryl Kight (Jul 5, 2023 11:02 EDT)

**Email:** dkight@AlachuaCounty.US

# Automated Logic Updated Sole Source 6.29


Final Audit Report

2023-07-07


Created:	2023-06-29
By:	Markisha Boykin (MBOYKIN@ALACHUACOUNTY.US)
Status:	Signed
Transaction ID:	CBJCHBCAABAAALsYe9ud6Y6XUw0R1mmItDZ_wDFxTIKUd

## "Automated Logic Updated Sole Source 6.29" History


-  Document created by Markisha Boykin (MBOYKIN@ALACHUACOUNTY.US)  
2023-06-29 - 12:49:18 PM GMT- IP address: 163.120.80.69
-  Document emailed to Patrick Thomas (pthomas@alachuacounty.us) for signature  
2023-06-29 - 1:11:26 PM GMT
-  Email viewed by Patrick Thomas (pthomas@alachuacounty.us)  
2023-06-29 - 1:12:00 PM GMT- IP address: 149.19.43.13
-  Document e-signed by Patrick Thomas (pthomas@alachuacounty.us)  
Signature Date: 2023-06-29 - 1:13:54 PM GMT - Time Source: server- IP address: 149.19.43.13
-  Document emailed to Daniel Whitcraft (dwhitcraft@alachuacounty.us) for signature  
2023-06-29 - 1:13:55 PM GMT
-  Email viewed by Daniel Whitcraft (dwhitcraft@alachuacounty.us)  
2023-06-29 - 1:14:21 PM GMT- IP address: 163.120.80.69
-  Document e-signed by Daniel Whitcraft (dwhitcraft@alachuacounty.us)  
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-  Document emailed to Darryl Kight (dkight@AlachuaCounty.US) for signature  
2023-06-29 - 1:14:34 PM GMT
-  Email viewed by Darryl Kight (dkight@AlachuaCounty.US)  
2023-06-29 - 2:02:02 PM GMT- IP address: 66.231.154.232
-  Document e-signed by Darryl Kight (dkight@AlachuaCounty.US)  
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-  Document emailed to TJ White (twhite@alachuacounty.us) for signature  
2023-07-05 - 3:02:05 PM GMT

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 Agreement completed.

2023-07-07 - 8:09:53 PM GMT

