

# 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
<p><b>Sole Source:</b> The <i>ONLY</i> known supplier for unique products and services where no other options are available</p> <p><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.</p>

Part I: General Requester Information
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Department Name: <b>Public Works</b>	Division Name: <b>Fleet Management</b>
Will the Annual Amount Exceed \$50,000.00? <input checked="" type="radio"/> Yes <input type="radio"/> No	

Part II: Vendor Information
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Vendor Name: <b>Nextran Truck Center</b>	Vendor Contact Name: <b>James Bennett</b>
Vendor Contact Phone: <b>386-758-8822</b>	Vendor Contact Email: <b>jwbennett@nextranusa.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.

The parts and service of Mack Trucks in the Alachua area is a proprietary product which is given to Nextran Truck Center in Lake City, FL.

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	Proprietary Item/Service <a href="#">(Explain Below)</a>
4	<input checked="" type="checkbox"/> Parts/Equipment Not Interchangeable with Similar Parts of Another Manufacturer <a href="#">(Explain Below)</a>
5	This is the Only Known Item/Source that will Meet the Specialized Needs of this Department Or Perform the Intended Function. <a href="#">(Explain Below)</a>
6	Parts/Equipment are Required from this Vendor to Provide Standardization <a href="#">(Explain Below)</a>
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 (Explain Below) <i>Describe the full scope of work contemplated including installation if required; items should include brand, model and part number if applicable;</i>

Nextran Lake City's Mack Trucks dealer code (C620) is the assigned dealer for Alachua County for parts and service. Alachua County is "NOT" with in Nextran Jacksonville's assigned area of operation from Mack Trucks. Deliveries are made daily as needed.



To whom it may Concern:

The Alachua County area is assigned to Nextran Lake City's area of responsibility by Mack Trucks because of Nextran Lake City's logistical location to the area. The parts and service of Mack Trucks in the Alachua area is a proprietary product which is given to Nextran Truck Center in Lake City, FL. Nextran Lake City's Mack Trucks dealer code (C620) is the assigned dealer for Alachua County for parts and service. Alachua County is "NOT" with in Nextran Jacksonville's assigned area of operation from Mack Trucks.

Thanks,

James Bennett



**JAMES BENNETT**

Parts Manager

p. 386.623.6097

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[NextranUSA.com](http://NextranUSA.com)