

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

Department Name: ACFR	Division Name: 911 Office
Will the Annual Amount Exceed \$50,000.00? <input checked="" type="radio"/> Yes <input type="radio"/> No	

Part II: Vendor Information

Vendor Name: AK Associates	Vendor Contact Name: Julie Chase
Vendor Contact Phone: 604-432-5755 x215	Vendor Contact Email: Jchase@akassociates911.com

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.

AK Associates is the sole source provider of maintenance and purchasing services for the Solacom suite of products and services. These include Guardian Messenger text-to/from-911; Guardian emergency 911 telephone system; Managed Services; Cybersecurity services.

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 (Explain Below)
4	Parts/Equipment Not Interchangeable with Similar Parts of Another Manufacturer (Explain Below)
5	This is the Only Known Item/Source that will Meet the Specialized Needs of this Department Or Perform the Intended Function. (Explain Below)
6	<input checked="" type="checkbox"/> Parts/Equipment are Required from this Vendor to Provide Standardization (Explain Below)
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>

The Solacom emergency telephone system was acquired under RFP 18-802 and was presented by AK & Associates under partnership with Solacom.

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.)

The annual cost for AK Associates services was negotiated from 3% annually to 1% annually by the County 911 Coordinator.

Part VI: Department

A. Keith Godwin

Requester Name

Keith Godwin

Requester Signature

10/03/24

Date of Signature

Harold Theus

Director

Harold Theus

Director Signature

10/03/24

Date of Signature

Part VII: Procurement & BOCC

Single Source

Sole Source

TJ White

Procurement Manger

TJ White
TJ White (Oct 4, 2024 16:02 EDT)

Procurement Manger Signature

10/04/24

Date of Signature

Chair

Chair Signature

Date of Signature



A Subsidiary of
Comtech Telecommunications Corp.

September 27, 2024

Keith Godwin, CPM, ENP
9-1-1/Communications Section Chief
Alachua County Fire Rescue
911 SE 5th ST
Gainesville, FL 32601

Dear Mr. Godwin,

The purpose of this correspondence is to confirm that AK Associates is the only Solacom distributor that can provide maintenance services for the Guardian suite of products in Florida.

If you have any further questions, please feel free to contact me at 937-609-1911.

Regards,

A handwritten signature in blue ink that reads "Anthony Parrott". The signature is fluid and cursive.

Anthony A. Parrott
Vice-President Sales
tony.parrott@comtech.com
Solacom – a subsidiary of Comtech Telecommunications Corp.



Alachua County, Florida

Procurement

Theodore "TJ" White, Jr. CPPB, Procurement Manager
County Administration Building, Gainesville, FL 32601
(352) 374-5202

EXECUTIVE SUMMARY

SS- ITA No. SS- ITA 25-520-MM

Intended Single Source Purchase Solacom Suite of Products and Services from AK Associates, Inc.

RESPONSE DEADLINE: October 25, 2024 at 2:00 pm

Monday, November 4, 2024

SOLICITATION OVERVIEW

Project Title	Intended Single Source Purchase Solacom Suite of Products and Services from AK Associates, Inc.
Project ID	SS- ITA 25-520-MM
Project Type	Single-Sole Source
Release Date	October 7, 2024
Due Date	October 25, 2024
Procurement Agent	Mandy Mullins
Project Description	<p>This is a Notice for a Single Source Source designation for Alachua County Board of County Commissioners.</p> <p><u>Commodity or Service Required:</u></p> <p>Guardian Messenger text-to/from-911; Guardian emergency 911 telephone system; Managed Services; Cybersecurity services.</p> <p><u>Justification for Single Source Acquisition:</u></p> <p>The Solacom emergency telephone system was acquired under RFP 18-802 and was presented by AK & Associates under partnership with Solacom.</p> <p><u>Recommended Procurement Approach:</u></p> <p>For the reason stated above, Alachua County Procurement Division intends to utilize the Single Source Procurement method to contract with AK Associates, Inc. for supplying the above.</p>

Summary

This is not a formal solicitation and there are no submissions required. The proposed action is for product or services for which the County intends to negotiate and award with only one source under

EXECUTIVE SUMMARY

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Intended Single Source Purchase Solacom Suite of Products and Services from AK Associates, Inc.

the authority of and in accordance with Florida State Statute 287.057(3)(c). Any responses received as a result of this Notice of Intent shall be considered solely for the purpose of determining whether to conduct a competitive procurement. Responses will not be considered as proposals, bids, or quotes.

Summary

The description of services intended for purchase from a Single/Sole Source is posted in accordance with section 287.057(3)(c), Florida Statutes and will be posted for a minimum of 15 business days.

This is a Notice for a Single Source Source designation for Alachua County Board of County Commissioners.

Commodity or Service Required:

Guardian Messenger text-to/from-911; Guardian emergency 911 telephone system; Managed Services; Cybersecurity services.

Justification for Single Source Acquisition:

The Solacom emergency telephone system was acquired under RFP 18-802 and was presented by AK & Associates under partnership with Solacom.

Recommended Procurement Approach:

For the reason stated above, Alachua County Procurement Division intends to utilize the Single Source Procurement method to contract with AK Associates, Inc.for supplying the above.

Contact Information

Mandy Mullins

Procurement Agent I

Email: mmmullins@alachuacounty.us

Phone: [\(352\) 384-3090](tel:(352)384-3090)

Department:

Fire Rescue

Timeline

OpenGov Project Release Date	October 7, 2024
OpenGov Submission Deadline	October 25, 2024, 2:00pm

SOLICITATION STATUS HISTORY

EXECUTIVE SUMMARY

SS- ITA No. SS- ITA 25-520-MM

Intended Single Source Purchase Solacom Suite of Products and Services from AK Associates, Inc.

Date	Changed To	Changed By
Oct 7, 2024 6:55 AM	Draft	Mandy Mullins
Oct 7, 2024 7:07 AM	Review	Mandy Mullins
Oct 7, 2024 7:11 AM	Final	Mandy Mullins
Oct 7, 2024 7:11 AM	Post Pending	Mandy Mullins
Oct 7, 2024 7:12 AM	Open	Mandy Mullins
Oct 25, 2024 2:00 PM	Pending	OpenGov Bot
Oct 25, 2024 3:05 PM	Closed	Mandy Mullins

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
No Bid	Fisher Scientific	John Bailey john.bailey@thermofisher.com	Oct 7, 2024 11:20 AM
No Bid	Network Craze	Michael Featherstone mfeatherstone@networkcraze.com	Oct 7, 2024 8:46 AM

QUESTIONS AND ANSWERS

No Questions Received.

ADDENDA & NOTICES

ADDENDA ISSUED:

No Addenda issued.

NOTICES ISSUED:

No Notices issued.