



Purchasing Justification Form

Sole Source Justification

(Complete the appropriate section below and attach additional pages as needed.)

Procurement Description: Lease and Grant of Concession for Pioneer Park Concession Stand

Vendor: M&M Tasmanian Devil dba M & M & Things Contract Length: 1 year

Cost: \$300/month paid to City

Responsible Dept. / Div.: Parks, Recreation, Golf Recreation

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Single Response

Type of solicitation: Select Method.

Provided detailed justification for not re-soliciting (considering price, quality, time, availability of other vendors, etc.): Why is using this vendor in the best interest of the city? Is the price/proposal fair and reasonable?

Sole Source

Is this Sole Source due to product or product source?

Provide justification for using this vendor: M & M Tasmanian Devil Was chosen through a competitive bid process. They have performed well under their previous agreement, already have their equipment set up and in place, and are ready to open when the season begins. Changing vendors at this point would not allow us to open the concession stand on time, and really not provide a benefit to the City.

Collaborative Purchasing

Agency: [Identify Procuring Agency]

Base Contract Expiration Date: Select date.

Primary Contract/Project Name/Number: [Insert complete identifying description.]

Approvals

(City Manager must approve Sole Source Procurements. Other approvals are required based on contract amount.)

Division Manager: _____

Date: _____

Department Director: _____

Date: _____

City Manager: _____

Date: _____

Received by FD: _____

Date: _____