

**SOLE SOURCE FORM**

1. Has this item(s) already been purchased?  Yes  No

2. Has the vendor ever been an employee of the State of Iowa?  Yes  No

3. What is the item, and what function does it serve?

The item is an education response system including 100 units, carrying case, presenter card, and 1 year support.

4. Explain why the recommended vendor is the only one qualified to provide the requested item(s) at the exclusion of all others, i.e. what makes this vendor uniquely qualified?

This vendor's product is used the United States FDA and integrated into many pre-developed presentations further we have the ability to borrow up to 150 additional response for very large training sessions as long as we retain the same type of form. There is no other system available that has been integrated into the FDA training and available for large scale lending to supplement any additional need.

5. Describe the research that has been completed to insure that no other competition exists. Provide names of vendors contacted who are unable to provide the item(s) or perform the service.

The other products available would require significant amount of time to re-configure pre-existing FDA presentations. Further, we would need to spend additional resources to buy more units.

6. Have you requested a contract with the vendor at any time during the past twelve months?  Yes

No

7. How did you determine that the vendor's price was reasonable?

We verified this price with previous bids received by FDA and other states and they have extended nearly identical pricing. There are two other similar products one by Elmo and another by Keypoint interactive. Elmo's most similar technology is much less flexible and only offer 6 response options as opposed to 10 options, further the product was more expensive. Keypoint's system is more similar, but does not include pre-printed letter options for multiple choice. Further, the need for additional units and additional configuration time make it a less attractive choice and similarly priced.

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8. Which of the following best describes this sole source procurement? You may select more than one.

- One vendor is the only one qualified or eligible or is quite obviously the most qualified or eligible to provide the good.
- The procurement is of such a specialized nature or related to a specific geographic location that only a single source, by virtue of experience, expertise, proximity, or ownership of intellectual property rights, could most satisfactorily provide the good. (Must state how.)
- Applicable law requires, provides for, or permits use of a sole source procurement. (Must state restriction.)
- The federal government or other provider of funds for the goods being purchased (other than the state of Iowa) has imposed clear and specific restrictions on the use of the funds in a way that restricts the procurement to only one vendor. (Must state restriction.)
- The procurement is an information technology device that is systems software or an upgrade, or compatibility is the overriding consideration, or the procurement would prevent voidance or termination of a warranty, or the procurement would prevent default under a contract or other obligation. (Must state how.)

9. Explain how this procurement fits the sole source situation(s) selected above:

Other systems would require a larger procurement and additional staff resources for two reasons: 1) we would need to buy more units as we cannot borrow units from FDA to supplement additional needs; and 2) we would have to invest more staff time altering pre-existing courses and presentations for use in a new system.

10. Please define financial impact of Approval:

We have federal funds available to make this procurement that expire in June. This will make training more efficient and effective and allow for implementation and scalability at the smallest cost.

11. Please define financial impact of Denial:

We likely will not have an additional opportunity to use these funds to improve the states food inspection and licensing program.

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