Proposed Sole Source Purchase Form

Pursuant to New Mexico Procurement law, the UNM Purchasing Department will post your completed form on the UNM Sunshine Portal for 30 days prior to purchase of the goods/services.

I. GENERAL INFORMATION. PLEASE PROVIDE THE FOLLOWING:

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<th>Date of Request</th>
<th>11.15.17</th>
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Request Submitted by: Libby Henry

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Department: Information Technologies

Email: ehenry@unm.edu

Phone: 505-277-8122

Proposed Vendor: Adobe Systems Inc.

Amount: 1 year up to $425,000.00 in multiple PO’s.

Buyer Team - See Commodity list at [http://www.unm.edu/~purch/commcodes.pdf](http://www.unm.edu/~purch/commcodes.pdf)

Provide a basic description of goods/services to be provided:

 Renew UNM’s Adobe Enterprise Term License Agreement (ETLA). The license will include Adobe Acrobat and the Creative Cloud for faculty/staff. The renewal includes Adobe Creative Cloud and Acrobat for the Adobe Higher Education Consortium for 16 Higher Education schools in New Mexico.

 Why is this purchase needed?

To allow UNM to move to the Adobe Creative Cloud in the most cost efficient way.

II. BASIS FOR SOLE SOURCE PROCUREMENT. CHOOSE APPLICABLE BOX(ES) AND PROVIDE ADDITIONAL INFORMATION, AS REQUESTED:

☒ Proprietary item, technology or service only available from the proposed vendor. (Check box and describe proprietary component)

Adobe Systems Incorporated is the sole company to sell Adobe Creative Cloud and Adobe Acrobat.

☒ Compatibility requirement with existing item, technology or service. (Check box and describe compatibility requirement)
This license will allow continued compatibility with existing Adobe software on campus.

☐ Renewal of support/maintenance/subscription of software, technology or other intellectual property. (Check box and describe)

☐ Other Basis for Sole Source: Please describe below:

III. SUPPLEMENTAL DETAILS. PLEASE PROVIDE ADDITIONAL INFORMATION AS REQUESTED BELOW:

Describe in detail the unique capabilities of the proposed vendor’s goods/service and/or personnel performing the work and why this constitutes the only source. Focus on what is unique about the goods/service and why no other vendor could meet your needs.
Adobe is negotiating and setting selling price of the ETLA direct to UNM.

Describe the due diligence made to locate other possible sources including communications with other universities, communications with similar providers, web searches, yellow page searches, review of advertisements and trade publications, etc.

List the other vendors who were contacted. Please describe the specs/qualifications/criteria that the other vendors were unable to satisfy.