# 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:

<table>
<thead>
<tr>
<th>Date of Request</th>
<th>February 2, 2018</th>
<th>Requisition Number (If Applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request Submitted by</td>
<td>Sharon Rodgers</td>
<td>Title</td>
</tr>
<tr>
<td>Department</td>
<td>Planning, Design, &amp; Construction</td>
<td>Email</td>
</tr>
<tr>
<td>Proposed Vendor</td>
<td>McClain + Yu Architecture &amp; Design</td>
<td>Amount</td>
</tr>
</tbody>
</table>

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:

Architectural services for Coronado Hall Renovations

Why is this purchase needed?

To complete design for Coronado Hall Renovations.

## 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)

- [ ] Compatibility requirement with existing item, technology or service. (Check box and describe compatibility requirement)
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.

Phase 1 design included replacing lights and ceiling in 252 dorm rooms and the installation of elevator and lifts. At the time funding was not available for part of the project. Funding has now become available in order to continue with Phase 2. The original design is in need of re-design because the client also added in the renovation of the Lobby, Corridors, remaining 11 Restrooms and Tub Rooms. This new design is based off the design McClain + Yu produced under their award from RFP-1914-17. It is not in the best interest of UNM to acquire another architect because McClain + Yu owned most of the design and is most familiar with the building and its challenges. It is proposed that this summer UNM will proceed with Phase 2, the following summer Phase 3 and so on until all is complete. This cost is for the remaining design of entire building thru all phases.
**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.**

UNM publicly solicited for Design Services for Coronado Hall Renovations project under RFP-1914-17 in December of 2016. This sole source is issued to continue service with the awarded vendor under that RFP due to an expanded scope of the project.

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

UNM publicly solicited for Design Services for Coronado Hall Renovations project under RFP-1914-17 which was awarded to McClain + Yu Architecture & Design in December of 2016. This Sole Source is issued for McClain + Yu Architecture & Design to continue with Design Services on the Coronado Hall Building to include the modification of the original design with regards to the elevators and also to include the expanded scope of the Lobby, Corridors, remaining 11 Restrooms and Tub Rooms in other areas of the building.