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>03/01/2019</th>
<th>Requisition Number (If Applicable)</th>
<th>114832669</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request Submitted by</td>
<td>Kara Camp</td>
<td>Title</td>
<td>Financial Analyst</td>
</tr>
<tr>
<td>Department</td>
<td>Office of the Provost</td>
<td>Email</td>
<td><a href="mailto:moellerk@unm.edu">moellerk@unm.edu</a></td>
</tr>
<tr>
<td>Proposed Vendor</td>
<td>Daktronics</td>
<td>Amount</td>
<td>125,055.00 payable over 5 years</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:

Maintenance of University Stadium custom Video display, Game Clock, Control Console etc.

Why is this purchase needed?

Service contract needed for continuous maintenance and repair of custom video display, game clock, control console and other specialized equipment located at the UNM Stadium. This maintenance agreement is needed to mitigate large maintenance bills to include hrly costs and equipment that would otherwise cost the University above and beyond the yearly cost of agreement.

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)

Custom equipment installed by Daktronics in the UNM Stadium.

☐ 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)

Service/Maintenance agreement include the cost of part replacement and hourly rate for any maintenance or repair needed to customer electronic equipment. Also include 24 on-call technology assistance.

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.
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.