

# SOLE SOURCE REQUEST AND DETERMINATION FORM

This form must be forwarded to the Purchasing Officer for the City of Santa Fe Purchasing Office for processing.

Date: 7-15-2015

Prepared By: Rick Devine

Title: Engineer Supervisor

Vendor Name: New Mexico One Call Inc.

Address: 1021 Eubank Blvd., NE

City: Albuquerque

State: New Mexico

Zip Code: 87112

Description of Good/Service to be Procured:

Estimated Cost: \$48,000 City Wide

Term of Contract:

1. Explain why this is the only available source that can be meet the needs of your department.

In 1988, the U.S. government passed the "Pipeline Safety Reauthorization Act of 1988." This law required all states to establish one-call coverage for pipelines, and also required the Department of Transportation and states to establish qualifications and procedures for operating one call centers . To our knowledge, New Mexico One Call Inc. is the only one call coverage in NM and is approved by the New Mexico Public Regulation Commission (PRC) .

Explain why this vendor is the only available source from which to obtain this product of service. The company has affirmed (memo from vendor is attached) that

there is no other source for this item. Our search for possible vendors proved unsuccessful; or

x

**Other reason, please explain in full. Attach additional sheets, if necessary.**

1. As discussed above in paragraph one, New Mexico One Call Inc. is the only company in the state that handles one call coverage for all of the participating utilities in the state. The City of Santa Fe is a participating utility.

**3. Explain why the price is considered fair and reasonable.**

As stated above, to our knowledge, New Mexico One call is the only line locating distribution center in New Mexico and is endorsed by the NM Public Regulation Commission. Prices are determined by NM One Call Board of Directors.

**4. Describe the efforts made to obtain the best possible price from this sole source vendor for the taxpayers. What (if any) is the total cost savings from the original quote? (Attach additional sheets, if necessary.)**

Best possible prices are obtained by a yearly review of the City's coverage area. Invoices from NM One call are based on location tickets within our coverage area.

**Approvals:**

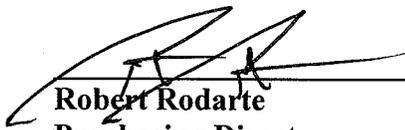
Based on the above facts, the Purchasing Office has made the determination that the justification for the Sole Source procurement is in accordance with Section 13-1-126, NMSA 1978 and will be posted for a 30-day period prior to award.

  
Robert Rodarte  
Purchasing Officer

7/13/15  
Date

Pursuant to Section 13-1-126, NMSA 1978, the 30-day posting period of the Notice of Intent to Award this Sole Source request was met and no obligation to the award to the above

referenced contractor were received. This Sole Source determination will be valid for a period of one (1) year from the date of the award.

  
\_\_\_\_\_  
Robert Rodarte  
Purchasing Director  
City of Santa Fe

7/15/15  
Date

**Required Attachments:**

- \*Letter from Contractor, if applicable
- \*Agenda Item to be presented to City Council if over \$50,000 for Professional Services and \$50,000 for Goods and Non-Professional Services

Purchase Order Inquiry - Work With Order Details



Select Find Add Copy Close Form Row Tools

Order Number	*	*	*	Branch/Plant
Related Order	*	*	*	
Original Order	*	*	*	As If Currency
Item Number	*			
Account Number	*			
Type/Subledger	*	*		<input type="checkbox"/> Display Supplier Ite
Commodity Code	*			

Records 1 - 11

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Or Ty	Order Number	Line Number	Change Order	Order Date	Quantity To Receive	UM	Amount To Receive	Line De
<input type="checkbox"/>	<input checked="" type="checkbox"/>	OP	12134516	1.000	000	10/24/2012		EA		Solar P
<input type="checkbox"/>	<input checked="" type="checkbox"/>	OP	13140677	1.000	000	07/23/2013		EA		Solar P
<input type="checkbox"/>	<input checked="" type="checkbox"/>	OP	13141215	1.000	000	07/29/2013		EA		Solar S
<input type="checkbox"/>	<input checked="" type="checkbox"/>	OP	14154950	1.000	000	11/17/2014		EA	8,739.83	Solar st
<input type="checkbox"/>	<input checked="" type="checkbox"/>	OP	14159907	1.000	000	06/05/2015		EA	6,592.93	SOLAR
<input type="checkbox"/>	<input checked="" type="checkbox"/>	OR	20137377	1.000	000	09/26/2012		EA		Solar P
<input type="checkbox"/>	<input checked="" type="checkbox"/>	OR	20146825	1.000	000	07/11/2013		EA		Solar S
<input type="checkbox"/>	<input checked="" type="checkbox"/>	OR	20146878	1.000	000	07/11/2013		EA		Solar P
<input type="checkbox"/>	<input checked="" type="checkbox"/>	OR	20161543	1.000	000	08/18/2014		EA		Solar st
<input type="checkbox"/>	<input checked="" type="checkbox"/>	OR	20170106	1.000	000	05/14/2015		EA		SOLAR
<input type="checkbox"/>	<input checked="" type="checkbox"/>	OR	20171156	1.000	000	07/01/2015		EA	8,400.00	SOLAR

