

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: July 14, 2015

Prepared By: Leroy N. Pacheco, PE

Title: Engineer Supervisor

Vendor Name: The Louis Berger Group (LBG) (Vendor # 213762)

Address: 26262 Network Place

City: Chicago

State: Illinois

Zip Code: 60673-1262

Description of Good/Service to be Procured:

Engineering Technical Support during advertise, bidding, and construction (Please see attached Proposal from LBG dated 7/9/15)

Estimated Cost: Not to exceed \$50K

Term of Contract: 2 yrs from date of signature

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

The Louis Berger Group is the engineer of record (EOR) for the Acequia Trail Underpass Project. To date, the City of Santa Fe has invested over \$800K in LBG design services for this estimated \$4-million construction project; and LBG, as the EOR for the project, has assumed responsibility for the engineering integrity of its structural and aesthetic design.

2. 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

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

In addition to what is stated in Item #1, the federal funding for construction goes to city council on July 29, 2015 and must be advertised, bid and awarded by September 30, 2015 in order to meet the construction funding constraints of the COOP with NMDOT. There is close deadline to meet the funding requirements.

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

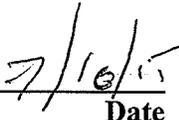
The price quoted uses LBG's current labor rate on an AS NEEDED basis and is not to exceed \$50K plus tax. The actual cost of the services may be significantly less than \$50K, depending on need, and staff will use the services judiciously.

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.)

The sole source vendor was asked to quote a price on an AS NEEDED basis, rather than lump sum.

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

Date