

SOLE SOURCE PURCHASE JUSTIFICATION

Submit this Form to the Purchasing Division for Approval Prior to Placing an Order

Date: 11/17/2016 Department: Fire Requested By: A/C Austerman

Vendor Contacted & Address: Medtronic Emergency Response Systems (Physio Control)
11811 Willows Rd. NE
Redmond, WA 98073
 Phone Number: 800-442-1142

Give a brief description of the item or service requested; why you feel it is unique and why no other source will meet the need (attach separate sheet/memo if needed):
 This is the annual maintenance contract on Life-Pak defibrillators and LUCAS compression device. Medtronic manufactures this medical equipment and it must be maintained and tested to required standards. This service can only be provided through Medtronic by their field representative who is certified to maintain and repair this technical equipment.

Estimated Annual Cost: \$ 19,968.00 Was the request budgeted? Yes No

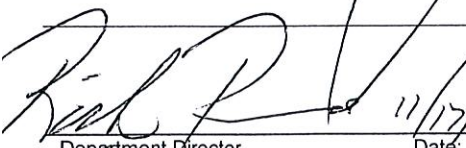
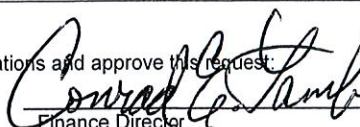

Term of this sole source is: 1/1/2017 through 12/31/2017 with one (1) renewal option
 All sole source justifications must be re-established every two years. Any exceptions must be approved as designated below.

Other Contacts	Their Responses:
Name: _____	_____
Address: _____	_____
Phone #: _____	_____
Name: _____	_____
Address: _____	_____
Phone #: _____	_____

Was the manufacturer contacted for other distributors? Yes No

Please explain:
 Medtronic is the sole proprietor of the software and hardware associated with the Life Pak's and Lucas devices. There is no other source for this resource. Until the Fire Department and City look to go with a different vendor and product, this agreement with Medtronic needs to be maintained for product performance and third party certification.

I concur with the above explanations and approve this request.

 Department Director Date: <u>11/17/16</u>	 Finance Director Date: <u>11/17/16</u>
 Purchasing Agent Date: <u>11/17/16</u>	City Administrator Date: _____
City Clerk as approved by Council Date: _____	Park Administrator Date: _____

APPROVALS REQUIRED:

APPROVALS REQUIRED FOR ALL CITY DEPARTMENTS (EXCLUDING PARKS & RECREATION):	
\$ 1,000 - \$ 9,999	Department Director & Purchasing Agent Approval
\$ 10,000 - \$ 19,999	Department Director, Purchasing Agent, Finance Director, & City Administrator Approval
\$ 20,000 & Above	Department Director, Purchasing Agent, Finance Director, City Administrator & City Council Approval
APPROVALS REQUIRED FOR PARKS & RECREATION ONLY:	
\$ 1,000 - \$ 9,999	Parks Administrator & Purchasing Agent Approval
\$ 10,000 - \$ 19,999	Purchasing Agent, Finance Director & Parks Administrator
\$ 20,000 & Above	Purchasing Agent, Finance Director, Parks Administrator & Park Board Approval