

**CITY OF RICHMOND
SOLE SOURCE/BRAND REQUEST**

THIS FORM MUST BE COMPLETED AND APPROVED PRIOR TO ANY PURCHASE

Contact the Purchasing Division and discuss your rationale before completing this form. Purchasing can help you make this a competitive purchase and then this form will not be required.

When a request is made for a non-competitive procurement and the specification limits the bidding to one source and/or one brand or trade name, the requesting department must complete the following: (Please answer in the space provided, or attach a blank piece of paper and answer each of the 5 questions as fully as possible)

1. Beginning with the name and address of the proposed vendor, briefly describe the product or service you propose to purchase. Include appropriate detail such as manufacturer, brand name, model number, part number, etc. for products and the type service to be performed for services.

TASER Model X26E plus cartridges, etc. manufactured by TASER International, Phoenix, Arizona through that firm's exclusive distributor for the _____ market, Proforce Marketing, Inc., Prescott, Arizona.

2. Please check one:

Cost: \$86,435.75

- a. SOLE SOURCE: Item is available from one source only. Item is one-of-a-kind and is not competitively sold through distributors. *(If there is an exclusive distributor for this area, verify this fact in writing with the manufacturer.)*
 - b. SOLE BRAND: Various sources can supply the specified model and brand; competitive bids will be solicited for the requested brand only. *(Clearly describe why no other product meeting form, fit or function will do)*
 - c. STANDARDIZATION REQUEST: The Department requires the item to standardize parts, design, quality etc. *(This requires further discussion with the Purchasing Division)*
3. What are the unique performance features of the product/brand requested that are not available in any other product/brand? (For services: What unique qualifications, rights, degrees, certifications, licenses and/or experience does this vendor possess?)

TASER brand Conducted Energy Devices do not rely on pain compliance to control subjects. The TASER use a replaceable cartridge containing compressed nitrogen to deploy two small probes. Electrical pulses are conducted along the wires and into the body affecting the sensory and motor functions of the peripheral nervous system.

SOLE SOURCE/BRAND REQUEST – Continued

4. Why are the unique performance features REQUIRED (not merely preferred), and how would your requirement be inhibited without this particular service/item?

The TASER brand Conducted Energy Devices is that this device does not rely on pain compliance to gain control of actively resisting suspects. By disrupting the peripheral nervous system, law enforcement officers can gain compliance of those suspects that typically do not respond to pain compliance devices such as those individuals who can physically block out pain, individuals who are on dangerous drugs like cocaine or methamphetamine, or mentally disturbed individuals.

5. What other products/services have been examined and rejected, and why? *(Please provide a specific meaningful explanation, one vendor and/or one feature at a time. For products be sure to clearly identify the product by name and model number and include the name, address, and telephone number of the company representative who you contacted during your research or product testing.)*

We surveyed the market by having the California Police Chief's Association query its membership. Forty departments responded and of that 40, 39 of them use a Conducted Energy Device and every one of them used the TASER product manufactured by TASER International.

I HEREBY CERTIFY THAT:

1. I am an approved department representative, and am aware of the City's requirements for competitive bidding, as well as the criteria for justification for sole source/brand procurements.
2. I have gathered the required technical information and have made a concentrated effort to review comparable and/or equal equipment/services.
3. There is validity as to the information contained herein justifying my request for sole source/brand procurement and meeting the City's criteria.
4. A sole source/brand procurement in this case will withstand a possible audit or a vendor's protest.

REQUESTOR _____ DATE: ___/___/___

DEPARTMENT DIRECTOR _____ DATE: ___/___/___

PURCHASING DIVISION (Prior to submission to City Manager)

APPROVED: _____

NOT APPROVED: _____

DATE: ___/___/___

COMMENTS:

City Manager
(Under \$10,000.00)

City Clerk Attesting to Council Approval
(Over \$10,000.00)

NOTE: RICHMOND MUNICIPAL CODE SECTION 2.52.326 SOLE SOURCE PROCUREMENT REQUIRES FINAL APPROVAL BY THE CITY MANAGER AND/OR CITY COUNCIL