

### Sole Source Justification Form

Complete and submit this form to the Purchasing Division when requesting exception to the competitive procurement process.

Sole source procurement refers to those purchases where there is only one supplier that can provide the product/service to the City. Please be as thorough and detailed with explanations to assist in the evaluation process.

Date: 03/03/2025  
 Department: Police ☒ Division: Centralized Investigations  
 Name: Trinidad Lomeli Title: Lieutenant  
 Requisition No: \_\_\_\_\_  
 Vendor Name: Leads Online Vendor ID: \_\_\_\_\_

Item Description/  
 Scope of Work: The purchase of the equipment to construct the department's own National Integrated Ballistic Information Network (NIBIN) Acquisition and Correlation Center

1. Why is the acquisition restricted to this good/service/supplier? (Explain why the acquisition cannot be competitively bid, and include consequences that would occur from not contracting with this supplier.)

The Integrated Ballistic Identification System (IBIS) uses technology that encompasses several patents protected in the US and throughout the world. As such, manufacturing and servicing these products require access to proprietary and commercially sensitive information that is only accessible to employees of Forensic Technology Inc. and its affiliate company Forensic Technology Inc.

Consequently, only Forensic Technology, the exclusive manufacturer of IBIS and Quantum 3D Microscope (Q3M), can provide their proprietary products IBIS BRASSTRAX, IBIS MATCHPOINT, Q3M, as well as maintenance, upgraded and services, including data migration, moving and training services pertaining thereto.

2. How was the price offered determined to be fair and reasonable? Explain what the basis was for comparison and include cost analyses as applicable. (Compare to vendor's previous or current offer to the City or to another agency/company, market research – or any other method of comparison that will substantiate fair and reasonable pricing in the absence of competition). Attach back-up documentation for reference.

As stated above, this IBIS system is the only system that is compatible with the ATF NIBIN program that is universally used by law enforcement. The pricing includes the training and certification needed to operate and administer the program as well as the shipping, handling, installation, commissioning and software license agreement and warranties.

3. Describe any cost savings realized or costs avoided by acquiring the goods/services from this supplier. Include consequences that would occur from not contracting with this supplier.

The Riverside Police Department currently collaborates with ATF and its NIBIN program. Test-fires and crime scene casings are shipped to be analyzed by ATF Crime Gun Intelligence Centers in Dublin and Glendale, California. As such, there is a risk of losing evidence in transit and currently, results in the form of leads take several months to obtain. The delay is due to high turnover and low staffing levels at ATF as well as a priority protocol. This results in delayed and often stale investigative leads which allow the perpetrator(s) to continue to commit gun violence upon the community.

Acquiring our own NIBIN would benefit neighboring local, state, tribal and national law enforcement to maintain the chain of custody of their evidence as they transport it to our site. Additionally, it will ensure timely processing and analysis of evidence related to any criminal activity including domestic terrorism in less than 24-48 hours of the incident.

**Certification of Responsibility:**

I am aware of the City of Riverside requirements for competitive bidding and the established criteria for justification of single source purchasing. As an authorized Department representative, I have gathered the required technical information and have made a concentrated effort to review comparable/equal vendors or equipment. I hereby certify the validity of the information and feel confident this justification of single source meets the City's criteria and would withstand audit or vendor protest.

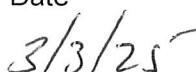
  
Signature

03/03/2025

Date



Department Head



Date

  
Purchasing Manager (Up to \$50,000)

04/08/2025

Date

Over \$50,000 - Must be submitted for City Council Approval with Purchasing Manager concurrence.