



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:	<u>04/29/2022</u>	Division:	<u>Operations</u>
Department:	<u>Fire</u>	Title:	<u>Captain</u>
Name:	<u>Dan Richmond</u>	Vendor ID:	<u>0018630</u>
Requisition No:	<u>Y223744</u>		
Vendor Name:	<u>Stryker</u>		

Item Description/
Scope of Work:

Cardiac Monitor supplies and Equipment

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 fire departments existing inventory of cardiac monitors are used to provide Advanced Life support to the citizens of Riverside. The departments "Life Pack 15" monitor is Stryker product. The equipment and supplies to support these monitors can only be acquired through Styker. There are no other vendors that can support this product.

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.

The prices offered by Styker are competitive to industry standard. We receive a discount on disposable equipment needs based on our service contract and warranty paid on the Cardiac Monitors. Disposable items are pad, cables and other items needed for the cardiac monitors to function properly.

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.

We are required to have a service contract which in turn gives the city a discount on supplies and equipment that can be purchased at a lower price. Many of the items supplied by Stryker are not available at any other location due to the complexity and stringent requirements to have a functional cardiac monitor.

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.

Dan Richmond Digitally signed by Dan Richmond
Date: 2022.04.29 14:53:44 -07'00'

04/29/2022

Signature

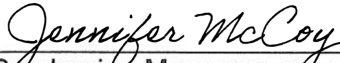
Date



5/29/22

Department Head

Date



07/26/2022

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

Date