



Application for Determination of Sole Source Procurement

This form, with one or more categories completed, must accompany a purchase requisition for equipment, supplies or services exceeding \$20,000. Select the category or categories appropriate for this procurement. Attach all documentation necessary to support the application. Procurements of \$20,000 and greater shall be posted to the NM Tech Purchasing website for the mandatory thirty (30) day period per NMSA 13-1-126.1

Requesting Department:	EMRTC	End User's Name:	Justin Burnett
Proposed Contractor:	A&A Pumping Service	Estimated Cost:	\$42,219.09
Product Description:	Rental of sanitary disposal unit	Date:	06/14/2023

I am requesting a sole source procurement based on the following reasons:

- ☐ Compatibility of existing equipment or supplies; provide details in *Explanation*. Include manufacturer, model number and NMT PCN of existing equipment.
- ☐ Item specifically required for use in conjunction with grant or contract. Attach applicable grant or contract page and provide justification of why it is required for grant / contract and why other substitutes are not acceptable.
- ☐ Requirement is of a proprietary / copyright / licensing nature which is explained below.
- ☐ The requested product has unique design / performance specifications or quality requirements which are essential to my work, research protocol or teaching needs, and are not available in comparable products. Please discuss this uniqueness / performance below.
- ☐ NMT Staff has specialized training and / or extensive experience. Retraining would incur substantial cost in money / time as explained below.
- ☒ I have contacted other suppliers or service providers identified below and have considered their product, however, their products / services are not acceptable because they are lacking one or more technical capabilities as discussed below.
- ☐ The requested product is essential in maintaining / continuing experiments. Other investigators have used this product in similar research and for comparability of results, I require it.
- ☐ Contractor is the sole manufacturer and sole distributor and has unique features / characteristics not available from other sources (provide explanation and attach applicable documents).
- ☐ Product is a prototype; contractor offers a trade-in allowance; availability of service, parts or maintenance as discussed below.

Explanation: Other vendors do not service the Socorro area, do not have the capability to provide 40 sanitary disposal units(portable toilets), or do not wish to provide quotes/are unresponsive.

By signing below, requestor certifies that the information provided is accurate to the best of their knowledge.

Justin Burnett
Digitally signed by Justin Burnett
DN: cn=Justin Burnett, ou=NMT, ou=EMRTC,
email=jburnett@nmt.edu, o=NMT,
Date: 2023.06.15 07:24:03 -0500

End User Signature (actual signature required)

Printed Name

Date

Date

Chief Procurement Officer (signature required)

For use by Purchasing:

Date application received in purchasing:

6/14/23

NMT Web Posting date:

6/14/23

Expiration date:

7/14/23