



Sole Source Application and Determination Form

A sole source determination is not effective until the sole source application for determination has been posted on the Purchasing website for thirty (30) calendar days without protest and is subsequently approved in writing by the Vice President of Administration and Finance.

1. Name of Department: ICASA/NMT
Contact Name: Wellington Woodward
Phone: 575-835-5269
Email: wellington.woodward@nmt.edu

2. Name of Prospective Vendor: TLC Solutions Inc.
Contact Name: Lee Sanders
Phone: 904-217-0328
Email: LSanders@toplevelcom.com
Estimated Cost: \$62,030.00
Duration (for Services or Professional Services – limited to four years): 1 year

3. Purpose/need for purchase and detailed list of items of tangible property, services, or professional services:

PLATINUM is a closed cellular system designed by KBR with custom solution software from TLC Solutions Inc. The system is installed in Playas, NM and operated by ICASA during Training, Integration, Experimentation, and Research (TIER) events with the United States Air Force (USAF) as per the terms of the PEACE contract. In order to meet contractual obligations, ICASA has maintained a technical support contract with TLC Solutions Inc. that includes remote technical support and software updates. ICASA is requesting sole source procurement of one year of Technical Support from TLC Solutions Inc. for the PLATINUM system.

4. Detailed explanation of criteria developed for this purchase:

Due to the complexity of the PLATINUM system, operational errors can occur. Additionally, the complexity of the software results in occasional bugs being discovered, requiring software patches. A technical support contractor is needed that can provide prompt remote support and advising for PLATINUM before and/or during a TIER event. Additionally, the contractor needs to provide software patches for known issues.

5. Provide a detailed, sufficient explanation of the reasons, qualifications or unique capabilities of the prospective vendor that make that prospective vendor the one source for providing the items of tangible property, services, or professional services:

As TLC Solutions Inc. developed a custom solution for PLATINUM, they are the only vendor who can test the PLATINUM system for issues and develop appropriate software patches. They are also the only ones knowledgeable enough about the system to perform software update. ICASA has contracted TLC Solutions Inc. for technical support for the PLATINUM system before, and they have frequently provided prompt remote technical support and advising before and during TIER events.

6. Provide a detailed, sufficient explanation of how the items of tangible property, services, or professional services is/are unique and how this uniqueness is substantially related to the intended purpose of the department/grant:

TLC is the only vendor who can provide technical support for PLATINUM as the system's software was custom built for deployment in Playas, NM. We require this support in order to ensure PLATINUM can continue to be used for ongoing training, experimentation, and research activities detailed in the PEACE project contract.

7. Please provide a narrative description department's due diligence in determining a basis for the procurement. Include:

- a. method used to research and review other available sources (i.e. list of potential vendors from Purchasing, internet, state pricing agreements, purchasing cooperatives)
- b. list of vendors contacted, the date and method of contact (i.e. email, phone call)
- c. documentation explaining why:
 - i. those vendors cannot provide the required items of tangible property, services, or professional services
 - ii. other similar items of tangible property, services, or professional services cannot meet the intended purpose of department/grant:
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 - ICASA stakeholders determined continued technical support of the PLATINUM system was essential to meeting contractual obligations under the PEACE project.
 - Wellington Woodward contacted TLC Solutions Inc. July 2025 via email to renew the active technical support contract.

- As the software developed by TLC Solutions Inc. was custom-made for operation of PLATINUM in Playas, NM, no other vendor is able to provide technical support.

I certify I have performed thorough and diligent research and analysis to determine that TLC Solutions Inc. is the only source capable of providing the required technical support for PLATINUM cellular system. I understand that violations of the New Mexico Procurement Code (Chapter 13, Article 1 NMSA 1978) can carry severe penalties. I affirm that the information provided in this Sole Source Determination is true and accurate to the best of my knowledge and belief.

Name, Title: Wellington Woodward, Research Scientist II

AdobeSign/Date

Wellington Woodward Signed
8/12/2025

Review: Purchasing Services (Name, Title): *Meradeth Montoya*
Assitant Director of Purchasing

AdobeSign/Date 8/13/2025

Website Posting Date:

Posting Expiration Date:

Protested (Yes/No):

Approval: Delilah A. Walsh

AdobeSign/Date

Vice President of Administration and Finance