



### **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: Mechanical Engineering  
Contact Name: Kimberly Aragon and Andrei Zagrai  
Phone: 6937 and 5636  
Email: [kimberly.aragon@nmt.edu](mailto:kimberly.aragon@nmt.edu) and [andrei.zagrai@nmt.edu](mailto:andrei.zagrai@nmt.edu)
2. Name of Prospective Vendor: Zibra Corporation  
Contact Name: Sales  
Phone: 508-636-6606  
Email: [sales@zibracorp.com](mailto:sales@zibracorp.com)  
Estimated Cost: \$33,000  
Duration (for Services or Professional Services – limited to four years): N/A
3. Purpose/need for purchase and detailed list of items of tangible property, services, or professional services:

Items are specific to unique hardware in the project needed for Metis Design Corp. - project lead. According to Metis Design Corp. (email attached) the purchase order is for Zibra's time. Zibra did send Metis a physical part in the end, but Metis separately purchased all the pieces and sent those to Zibra who assembled them. So we were paying for their design and assembly labor time.

- a. Quad Image fiberscope project NRE, design & specification review w/customer approval - \$10,000.00
- b. Concept #2- Custom 60 DOV quad image fiberscope assembly Prod# 52067 - \$23,000.00

4. Detailed explanation of criteria developed for this purchase:

Custom boroscopic elements specific to Metis Design hardware.

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:

The project lead – Metis Design Corporation – indicated that Zibra Corporation is the only company that produce very small, very accurate custom boroscope equipment. They have a highly skilled team of optical engineers with 25+ years of experience in making 1-off custom boroscopes.

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:

As requested by Metis Design Corporation – the project lead, this purchase is necessary for ongoing externally funded project with a portion of the budget allocated for service fees for hardware fabrication and space environmental testing.

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:

This company designs and build custom fiberscope equipment specific to Metis Design hardware needs.

I certify I have performed thorough and diligent research and analysis to determine that Zebra Corporation is the only source capable of providing the required Goods/Services. 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: Andrei Zagrai 24 Nov 2025

AdobeSign/Date



Professor of Mechanical Engineering Ph: 575-835-5636;

Review: Purchasing Services (Name, Title): *Meredith Montoya*  
Assistant Director of Purchasing

AdobeSign/Date 11/25/2025

Website Posting Date: 12/19/2025

Posting Expiration Date: 01/19/2026

Protested (Yes/No):

Approval: Delilah A. Walsh   
Delilah Walsh (Nov 25, 2025 17:27:56 MST)  
Vice President of Administration and Finance

AdobeSign/Date 25-Nov-2025

Version: July 2025