

PROCUREMENT LIMITED SOURCE JUSTIFICATION Purchases Above \$5,000

A Limited source is defined as: A purchase that is clearly and legitimately limited to a single source or supply. <ul style="list-style-type: none"> A. If more than one company can respond to your specifications, it is not a Limited source. B. The use of Limited source purchases shall be limited only to specific instances, which are totally justified to satisfy compatibility or technical performance needs. All Limited source purchases shall follow the City of Independence Procurement Policy Section 13.A - B.	
I REQUEST THAT THE REFERENCED PURCHASE BE DECLARED A LIMITED SOURCE PURCHASE.	
Proposed supplier name and address: Toth & Associates 1550 East Republic Road, Springfield, MO 65804	Estimated cost: \$61,205.00
Purchase Requisition #:	Munis Vendor ID # Or attach Supplier's W-9 Form
This is a Limited or Limited source purchase because (Check all that apply): <ul style="list-style-type: none"> <input type="checkbox"/> Licensed or patented – supplier has a license or patent that makes them the Limited provider. <input type="checkbox"/> One-of-a-kind – there are no competitive alternatives available on the market. <input type="checkbox"/> Limited Distributor – Supplier is the Limited distributor for the region or municipality <input type="checkbox"/> Compatibility – must match existing brand or equipment for compatibility. <input type="checkbox"/> Warranty/Replacement part – for a specific brand or factory authorized warranty services. <input type="checkbox"/> Grant – Requirements for specific goods/services established in the grant language. Attach grant for support. <input type="checkbox"/> Unique design – must meet physical design or quality standards. <input type="checkbox"/> Public Utility Services – Necessary adjustment of utility facilities <input checked="" type="checkbox"/> Other – Toth & Associates have been providing IPL with steel pole and foundation designs over the last 2 years and they are familiar with our design practices and well as our construction practices and IPL feels they are very well qualified to perform this engineering required for this project. Procurement Policies indicate that engineering and architectural work does not need to be bid. Toth is a COI approved firm for engineering and architecture. <ul style="list-style-type: none"> • If the justification for Limited source is "Standardization" then additional supporting documentation must be provided. * • Procurements of items which the City has established a standard of designating a brand name or manufacturer or by pre-approving via testing shall be competitively bid if there is more than one supplier for the item. 	
Describe the proposed goods or services.	Engineering designs for 8 Self Supported Steel poles for the MODOT Hwy 24 Road project
What are the specific <u>necessary</u> features that this supplier provides that are not available from other suppliers?	Toth & Associates have been performing this type of work for IPL over the past two years and their performance has been good and their work timely. Procurement policies for COI indicate no need to bid for engineering services, hence no bidding was done.
Describe your efforts to identify other potential sources and how similar goods or services are <u>unable</u> to meet the required objective.	No need to identify or bid engineering services per COI Procurement policies.
*Testing and Evaluations performed to support standardization.	
*How will standardization support the department/agency?	Toth is familiar with IPL distribution construction standards and will apply them to the designs for the structures covered in this work.

Is this a one-time procurement? <input checked="checked" type="checkbox"/> No* <input type="checkbox"/> Yes	*On-going Limited Source procurement requires justification to be renewed every two years.
PRICE REASONABLENESS (Check all that apply and attach back-up documentation)	
<input type="checkbox"/> I reviewed the proposed price to current published catalog, price lists, or market prices as documented in the attachments and the proposed price is similar or less. <u>Attach relevant documentation.</u> <input checked="checked" type="checkbox"/> Based on my knowledge of the market, my experience of prior similar proposals, or knowledge imparted by technical experts. <input type="checkbox"/> The price is set by law or regulations. <input checked="checked" type="checkbox"/> Other: <u>Pricing appears to be reasonable and effort is in line with expectations.</u> <input type="checkbox"/> Back-up documentation is attached.	
STATEMENT OF NEED AND CERTIFICATION: My department's recommendation for Limited source is based upon an objective review of the product/service required and appears to be in the best interest of the City of Independence. I know of no conflict of interest on my part or personal involvement in any way with this request. No gratuities, favors or compromising action have taken place. Neither has my personal familiarity with particular brands, types of equipment, materials or firms been a deciding influence on my request to Limited source this purchase when there are other known suppliers to exist. By submitting this form to Munis, I hereby certify that this justification for Limited source procurement is accurate and complete to the best of my knowledge and belief.	
Printed/Typed Name: Mitch Krysa	Title: Power Engineering Manager

Note: If additional space is required, attach additional sheets of paper and submit with this completed form.