

SOLE SOURCE CONTRACT CERTIFICATION

University: _____ Contract Number: _____

Contractor: _____ Contract Cost: _____

Nature of Goods or Services: _____

I certify that the proposed contract identified above is a sole source procurement based on the statutory criteria checked below:

- _____ Only a single contractor is capable of providing the supply, service or construction.
- _____ A Federal or State statute of Federal regulations exempts the supply, service or construction from the competitive procedure.
- _____ The total costs of the supply, service or construction is less than the amount established by the State System for small, no-bid procurements as dictated by the policy of small procurements.
- _____ It is clearly not feasible to award the contract for supplies of services on a competitive basis.
- _____ The services involve the repair, modification or calibration of equipment and they are to be performed by the manufacturer of the equipment or by the manufacturer's authorized dealer, provided the contracting officer determines that bidding is not appropriate under the circumstances.
- _____ The contract for supplies or services is in the best interest of the Commonwealth.

Justification for Criteria Selected/Basis for Procurement Selection:

Signature of Agency Head or Designee

Date

Title

Approved as to Procurement Method

University Legal Counsel

Date

Chief Counsel

Date