

**Sole Source Website Posting Justification Form**

Date: 8/28/2018

Department: Information Technology

Requisition #: REQ1900262

**SS#:FY1819-003**

This form must be completed by the requesting department along with the sole source justification form and the campaign disclosure form.

Sole source procurement is authorized when there is only one source practicably available for the goods or services required. The following data must be submitted when a department is requesting a sole source purchase:

Departmental Responsibilities:

1. Vendor Being Requested for Purchase:

**Omni Technologies**

2. Nature of Purchase:

**This is the support contract for our legacy Financial, Assessor, and Treasurer system (Argo Design Series by Database Systems Corp). The original company has not serviced this product for many years and Rebecca Greene at Omni Technologies is the only one we have found to provide service.**

3. Amount of Purchase:

**\$15,000.00**

4. What will it be used for:

**Provide Technical Support Services for our legacy system.**

5. Quantity Being Requested:

**1 full year of service**

This information will be posted on the San Miguel County website for 30 days. If no responses are received we will proceed with original requisition.

Recommendation:

Approved:

\_\_\_\_\_  
Elected Official/Department Supervisor      8/28/2018  
Date

\_\_\_\_\_  
Finance Department      8/28/2018  
Date

Approved:

\_\_\_\_\_  
County Manager's Approval (\$5,000.00)      8/29/2018  
Date

**FINANCE USE ONLY**

<b>Posting Begin Date</b>	8/31/2018
<b>Posting End Date:</b>	10/1/2018