

**Sole Source Website Posting Justification Form**

Date: 7/10/18

Department: Public Services

Requisition #: REQ1801399

SS#:FY1819-001

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:

Wagner Power Systems

2. Nature of Purchase:

Repair service and parts for Caterpillar Heavy Equipment

3. Amount of Purchase:

\$12,500.00

4. What will it be used for:

Repairs of Caterpillar Equipment

5. Quantity Being Requested:

Not determined

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      7/10/2018  
Date

\_\_\_\_\_  
Finance Department      7/12/2018  
Date

Approved:

\_\_\_\_\_  
County Manager's Approval (\$5,000.00)      7/13/2018  
Date

**FINANCE USE ONLY**

<b>Posting Begin Date</b>	7/16/2018
<b>Posting End Date:</b>	8/15/2018