

FY19-006

## NMHU PURCHASING DEPARTMENT

### SOLE SOURCE JUSTIFICATION FORM

A sole source procurement is one for which only one vendor is capable of or allowed to perform a particular service and/or construction or for a tangible item that can be offered by only one vendor. A sole source procurement must comply with §13-1-126 and §13-1-128 N.M.S.A. 1978 and all other state statutes and federal laws pertaining to sole source procurements.

Submittal of this form is one of the steps required prior to approval of the procurement (approved via issuance of a purchase order). If this procurement is approved by the NMHU Purchasing Department it will then be posted onto the University's website and the State of New Mexico's Sunshine Portal. The posting will be for no less than thirty (30) calendar days. If a potential vendor submits a protest against a sole source procurement within that timeframe, the sole source will not be awarded until, and if the protest is resolved.

This form must be completed in its entirety. If it is not completed in its entirety it will not be accepted and will be returned to the requestor.

**Describe the tangible item(s), construction and/or service(s) you would like to procure.**

IBM SPSS Statistics Standard Campus Edition Campus Agreement.

**Provide the following:**

**Vendor Name** IBM

**Address**

PO Box 643600  
Pittsburgh PA 15264-3600

**Name of Company Representative**

**Company Contact Information**

**Email** Nolan Grandaw

**Telephone** (312)-651-3194

**Fax**

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**Amount of Proposed Sole Source** \$ 42,568

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**Can this procurement be made by the regular Invitations for Bids (lowest bid amount) or Request for Proposals (qualifications-based) process? If not, explain why.**

No. IBM SPSS Statistics Standard Campus Edition Campus Agreements can only be purchase direct from IBM. To get the number of license that the University needs at a reasonable cost it is best to go with the IBM SPSS Statistics Standard Campus Edition Campus Agreement.

**What other tangible items, services or construction methods did you consider? Specify the specifications, sources, technical data and any other non-tangible factors that you considered.**

The selection of what software to use for instructional area for statistics is made and requested by the University's faculty. ITS then provides the requested software that has been budgeted.

**Which other companies did you contact for the tangible item(s), construction and/or service(s)? Provide the name of the company, representatives you spoke to and contact information.**

None, the product(s) are owned by IBM and they are the sole provider for educational campus agreements.

**Did you rely on information from other individuals to make your determination, if so by who and what information did they provide?**

Please contact Nolan Grandaw at 312-6513194 for further information.

**Provide any additional information that may be useful in making a determination.**

The University uses SPSS software for instructional in Social Works, Biology, Business, as well as other areas such as Education. ITSservices needs to provide licenses for a number of labs on campus as well as to provide access to students on the Internet. The best way is to go with an IBM SPSS Statistics Standard Campus Edition Campus Agreement (sometimes known as a site license).

Attach to this department quotes, technical specifications or other data that describes the tangible item(s), service(s) and/or construction.

*I certify that all the information provided in this document and all attachments (if applicable) are to the best of my knowledge and I understand that there are penalties for willful violations of the State of New Mexico Procurement Code.*

Shay Bassett

Requestor Name and Title

Shay Bassett  
Signature

May 23<sup>rd</sup> 2018  
Date

APPROVALS:

Gian Gieri

Department Head or Dean  
(if different from above)  
Name and Title

Gian Gieri  
Signature

May 23, 18  
Date

Adam Bustos, Purchasing Director  
Purchasing Department  
Name and Title

Adam Bustos  
Signature

5.25.18  
Date

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