

FY19-009

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 federals 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.

Zoom Video Communications Inc. produces Zoom video conferencing system which is fully integrated into D2L learning management system (LMS) for online meetings, web-based conferencing with high-quality video and audio. This is a continuation of our current agreement for this product.

Provide the following:

Vendor Name Zoom Video Communications Inc.

Address

55 Almaden Blvd, 6th Floor
San Jose, CA 95113

Name of Company Representative

Company Contact Information

Email Ed Martinez, ed.martinez@zoom.us

Telephone 408-384-4349

Fax



Amount of Proposed Sole Source \$ 30,000

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, Zoom Video Communications Inc. is providing an educational discount for their product. You cannot get educational discount except Zoom Video Communications Inc.

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 University could purchase video conferencing system, but this was the system approved by the Faculty Senate for video conferencing for the LMS.

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.

Zoom Video Communications Inc. is the only provider for educational discount for their products

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

No

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

The University needs have an integrated video conferencing system with the LMS the University is using. Zoom Video Communications Inc. is a partner with D2L and works with D2L for full integration of their products into D2L.

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

July 5th 2018
Date

APPROVALS:

Gian Gieri

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

Gian Gieri 7/5/18
Signature Date

Adam Bustos

Purchasing Department
Name and Title

Adam Bustos
Signature

7-5-18
Date

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