

SOLE SOURCE NOTICE AND DETERMINATION FORM

A sole source *determination* is not effective until the *sole source notice* has been posted for thirty (30) calendar days without challenge.

I. Name of Entity: City of Bloomfield
Chief Procurement Officer: Dustie Sheets
Telephone Number: 505-333-7820
Email Address: dsheets@bloomfieldnm.gov

II. Name of prospective contractor: Next Level

Address of prospective contractor: 7801 E. Main Street
Farmington, NM 87402

Contact Name: Randy Allen
Contact Telephone Number: 505-327-6398
Contact Email Address: randy@nextlevelus.com
Amount of prospective contract before tax: \$142,755.49
Term of prospective contract: 1 year

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the prospective contract:

Purchase and install Panasonic PTZs, static cameras and software to integrate with the City's existing surveillance and camera systems purchased, installed and maintained by Next Level. Cameras to be placed throughout the city in different locations. Some locations are relatively difficult to access due to height. Hardware and software must be the same products, so they are compatible with the current system. Server must match current server and meet the parameters to properly function and store data for required amount of time.

IV. Provide an explanation of the criteria developed and specified by the entity as necessary to perform and/or fulfill the contract and upon which the entity reviewed available sources. (Do not use "technical jargon;" use plain English. Do not tailor the criteria simply to exclude other contractors if it is not rationally related to the purpose of the contract.)

To integrate with the City's existing surveillance and camera systems purchased, installed and maintained by Next Level. Hardware and software must be identical to existing equipment. The server must be built to specification and be able to provide 24/7 support and monitoring on technical issues with cameras.

V. Provide a detailed, sufficient explanation of the reasons, qualifications, proprietary rights or unique capabilities of the prospective contractor that makes the prospective contractor *the one source* capable of providing the required professional service, service, construction or item(s) of tangible personal property. (Please do not state the source is the "best" source

or the “least costly” source. Those factors do not justify a “sole source.”)

Next Level initially built the current system and knows the ins and outs of the equipment. They provide local support for any technical issues concerning hardware or software issues. They have access to purchase the specific types of cameras and software that are required. They are a larger company with the manpower to provide services in a timely manner and have the expertise to network a large operation.

- VI. Provide a detailed, sufficient explanation of how the professional service, service, construction or item(s) of tangible personal property is/are *unique and how this uniqueness is substantially related to the intended purpose of the contract*.

Next Level is unique at their experience building large-scale/commercial camera, access control networks. They know the equipment and software currently being used and can diagnose and fix issues quickly. They also know the parameters of the current system and have the knowledge of having servers built to the correct specifications. They also provide 24/7 monitoring service that can fix small issues and alerts to failing equipment.

- VII. Explain why other similar professional services, services, construction or item(s) of tangible personal property *cannot* meet the intended purpose of the contract.

No other local company knows the current system and can provide a better price or has the manpower to complete this project in a timely manner. It would take an extended amount of time for another company to evaluate the project and determine if they had the means to purchase such equipment or have the knowledge to service this system.

- VIII. Provide a narrative description of the entity’s due diligence in determining the basis for the procurement, including procedures used by the entity to conduct a review of available sources such as researching trade publications, industry newsletters and the internet; reviewing telephone books and other advertisements; contacting similar service providers; and reviewing the State Purchasing Agent’s vendor list. Include a list of businesses contacted (*do not state that no other businesses were contacted*), date of contact, method of contact (telephone, mail, e-mail, other), and documentation demonstrating an explanation of why those businesses could not or would not, under any circumstances, perform the contract; or an explanation of why the agency has determined that no businesses other than the prospective contractor can perform the contract.

The entity’s due diligence is based on the fact that this project is highly technical, and the entity would have to solely rely on the businesses assessment to complete the project correctly and in a timely manner. Therefore, there is no assurance for the entity that the businesses, other than Next Level could perform the duties, have the knowledge, and access to the products to successfully complete the project since Next Level has proven their ability and success in such projects.

Certified by:

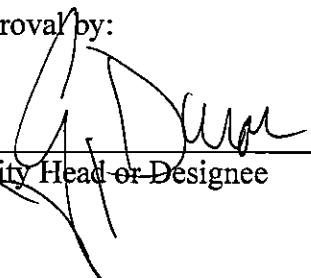
Date: 11-20-2023



Chief Procurement Officer

Approval by:

Date: 11-20-2023



Entity Head or Designee