

# City of Smyrna

## Request for Sole Source/Brand Justification

<input checked="" type="checkbox"/> <b>*SOLE SOURCE (Distributor/Manufacturer)</b>	<b>Date:</b> 5/1/2017
<input checked="" type="checkbox"/> <b>SOLE BRAND</b>	<b>Requester/Department:</b> TKorver/Recreation

\*(If sole source is checked, sole brand must be checked)

**1. Proposed Vendor:** (Please attach Copies of supporting documentation such as proposal, quotes, etc., to this form.)

Vendor Name: Southern Landscape Services Inc., LLC		Contact Person: Matt Strickland	
Address: PO Box 5135			
City: Douglasville	State: GA	Zip: 30154	
Telephone: (404) 787-2952		Fax:	
E-mail Address: strick10@me.com			

**2. Scope of Work:** (Description/Name of brand/materials/services to be provided.)

The four fields at Chuck Camp Park are in need of renovation work that includes removal of some existing grass, grading, and installation of new sod. In order to remove the existing grass a turf-planer will need to be used. Grading is usually done with a Lazer-Levelling system attached to the hydraulics of a tractor. Installation of new sod can take place once the grade is finished.

**3. Exclusive capabilities that no others have:** (Description of Proposed Source/Brand unique capabilities and/or personnel to perform this work; and why this is the only source/brand/service available or appropriate for the required project.)

Southern Landscape Services Inc., LLC, will use the g2 Turfplaner from Turfplaner of Georgia. The g2 Turfplaner can leave a finished grade during the grass removal process. This piece of equipment alleviates the need to pay for lazer-grading before sod installation. The unique capability to set a "finished" grade separates this planer from the others. Other Turf-planers follow the undulations of the ground, and require subsequent work to prepare the area for sod. The g2 Turfplaner can be set to follow a specific grade, through lazer-levelling, and the result is a sod-ready, finished grade.

**4. Other Sources/Brands/Services Researched:** (In addition to the product/brand/service requested, I have contacted other sources identified below and considered their product or service of similar capabilities. The product/brand/service is not acceptable because they are lacking one or more of the specifications described below:)

A. Source: N/A	Contact/Phone#:
Product/Brand/Service Description:	
Deficiency:	

B. Source: N/A	Contact/Phone#:
Product/Brand/Service Description:	
Deficiency:	

C. Source: N/A	Contact/Phone#:
Product/Brand/Service Description:	
Deficiency:	

**5. Conflict of Interest Statement:** The department certifies that there is no Conflict of Interest in recommending this product/brand/service for Sole Source/Brand procurement. Explain any relationship that the recommended vendor has to any employee.

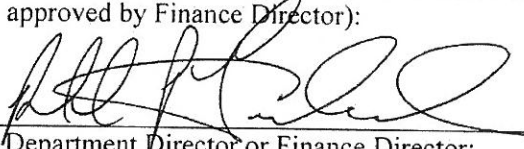
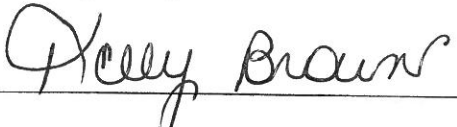
Explanation:  
No relationships with vendor. Discovered the g2 Turfplaner through previous quoted work done at Brinkley Park baseball fields and Ward Park baseball field by Southern Landscapes in January/February of 2017.

**6. Requirements:** In accordance with purchasing policy, any item totaling \$20,000 or more that has not been competitively bid (unless it meets Emergency Purchasing criteria) must be accompanied by a sole source/brand justification form. All sole source/brand transactions are subject to review and audit by internal audit, state examiners, and other governing agencies.

A sole source/brand justification cannot be based on price. State of Georgia law requires price consideration be evaluated via competitive bid only. A sole source/brand purchase must be based on the requestor's research and evaluation of the requested product/services and its availability and functionality (or lack of availability and/or functionality) from multiple sources/brands. The sole source/brand justification form must be completed and signed by the requesting faculty/staff member, department head, and division head.

Please allow sufficient time prior to deadlines (quote expiration, grant expiration, etc.) for the sole source/brand request to be evaluated by Purchasing and Finance.

**7. Departmental Approval:**

By signing below, the department is certifying that the information submitted on this form is accurate.	
Originator (if Department Director, then must be also approved by Finance Director): 	Date:  05.01.17
Department Director or Finance Director:	Date:
Purchasing Manager: 	Date:  5/1/17