

A sole source **determination** is not effective until the **sole source request for determination** has been posted for thirty (30) calendar days without challenge, and subsequently approved in writing by the MRCOG Chief Procurement Officer.

I. Name of Agency: Rio Metro Regional Transit District

Agency Chief Procurement Officer: Kim Monjaras

Telephone Number: 505-247-1750

II. Name of prospective Contractor: Crown Castle

Address of prospective Contractor: 1220 Augusta Dr. Ste. 600, Houston, TX 77057-6801

Amount of prospective contract: \$18,000 / yr.

Term of prospective contract: 8 yrs

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the prospective contract: Rio Metro Regional Transit District Requires communication infrastructure with antenna located 100+' above ground level at two locations owned by Crown Castle (This contract is for leasing tower space for the antenna). Rio Metro conducted extensive radio coverage analyses, which clearly indicated that no other candidate sites were correctly situated or had the necessary tower height to provide the required radio coverage. (Please see attached letter for more information)

IV. 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.") Rio Metro conducted extensive radio coverage analyses, which clearly indicated that no other candidate sites were correctly situated or had the necessary tower height to provide the required radio coverage. (Please see attached letter for more information)

V. 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** Rio Metro conducted extensive radio coverage analyses, which clearly indicated that no other candidate sites were correctly situated or had the necessary tower height to provide the required radio coverage. (Please see attached letter for more information)

- VI. **Explain** why other similar professional services, services, construction or item(s) of tangible personal property **cannot** meet the intended purpose of the contract. Rio Metro conducted extensive radio coverage analyses, which clearly indicated that no other candidate sites were correctly situated or had the necessary tower height to provide the required radio coverage. (Please see attached letter for more information)

- VII. **Provide** a narrative description of the agency's due diligence in determining the basis for the procurement, including procedures used by the agency 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. Rio Metro conducted extensive radio coverage analyses, which clearly indicated that no other candidate sites were correctly situated or had the necessary tower height to provide the required radio coverage. (Please see attached letter for more information). The analysis was completed using EDX Signal Pro. Rio Metro looked at all commercially available lease options as part of its analysis.

VIII.

Certified by:

Date: 1/21/20

Kim Mongias
 Chief Procurement Officer

Agency Approval by:

Date: 1-21-2020

Dewey V. Cave
 Executive Director, Dewey V. Cave

If this sole source relates to a procurement of general services:

- 1) the signature of the Chief Procurement Officer on this form certifies the sole source will be posted for thirty (30) calendar days and has received no challenges;
- 2) the sole source is granted as of the date of signature by the Executive Director; and
- 3) the signature of the Executive Director on this form is the final signature required for this sole source procurement.