Village of Orland Park

Sole Source Request Form Required for Purchases \$5,000 - \$24,999

Department Public Works		Dat	_{te} 3/25/25	
Division (if applicable) Vehicles and Equipment				
Description of Good/Service 2025 Ford Explorer Police Utility Vehicle				
Manufacturer or Supplier Sutton Ford				
	nount \$47,803.00	Co-op Purchasing Contract # 22-416CM	13-60334-6-27230	
Have Adequate Funds Been Budgeted For This Purchase? Yes 💽 No 🦳				
Account numb	er(s) 6100000-452110			
Option 1 - Sole Source Justification				
A Sole Source Purchase is available from (Total Marine Control of the Control			
	 One-of-a-Kind The commodity or service has no competitive product alternatives available on the market. Compatibility The commodity or service must match existing brand of equipment for compatibility. 			
	Replacement Part The commodity is a replacement part for a specific brand of existing equipment.			
and the state of t	Operation Continuity The commodity or service is needed to maintain operational continuity.			
Unique Design The commodity or service must meet physical design or quality requirements.				
Delivery Date Only one supplier can meet necessary delivery requirements.				
Emergency PER VILLAGE CODE 1-16-3 (E): URGENT NEED for the item or service does not permit soliciting competitive bids.				
Other				
Explain how your purchase of goods or services meets one or more of the above criteria for a valid sole source				
See below. Illinois State Contract				
Price Reasonableness		90.000		
I determined that the price is reasonable for one of the following reasons:				
I compared the proposed price to prices I previously paid for the same or similar services.				
I compared the proposed price to current published catalog, price lists, or market prices as documented in the attachments.				
I compared the proposed price to rough yardsticks and did not discover significant inconsistencies that warrant additional inquiry.				
Based on my knowledge of the market, my experience of prior similar proposals, or knowledge imparted by technical experts.				
 The price is set by law or regulations. Market research reveals that same or similar goods or services are available for a similar price. 				
Option 2 - Joint or Cooperative Purchase Purchase through Cooperative Purchase	hasing (attach contract documentation)			
State of Illinois Joint Purchase Prog		Omnia Partners - Public Sector		
NWMC/Suburban Purchasing Cooperative		National Intergovernmental Purchasing Alliance		
The GSA Schedules The National Cooperative Purchasing Allian			nasing Alliance	
Sourcewell				
Nat'l Association of State Procurement Officials (NASPO) ValuePoint Municipal Partnering Initiative (MPI)			MPI)	
Choice Partners Cooperative Midwestern Higher Education Compact			compact	
The Interlocal Purchasing System (TIPS) National Purchasing Partners (NPPGov)			NPPGov)	
Purchasing Cooperative of America 1Government Procurement Alliance (1GPA)			ance (1GPA)	
Good Buy Purchasing Cooperative		National BuyBoard (BuyBoard)		
		Other:		
Requested By:				
<u>Name</u>		Signature	, Date	
Staff Contact			2/2-/2-	
Andrew Folkerts	- and	\	3/25/25	
Department Head				
	B		2/20/15	
Brian Fei $(Assi. Pw. Dm.)$ $= 3/25/25$				
Did legal review Terms & Conditions from vendor, if applicable? Yes No N/A				
Have you received a CRT summary from the Risk Manager? Yes No N/A				