

Village of Orland Park  
Sole Source Request Form  
Required for Purchases \$5,000 - \$24,999

Department Department of Police Date 2/24/2026  
Division (if applicable) Investigations  
Description of Good/Service License Plate Reader (LPR) Cameras  
Manufacturer or Supplier Flock Safety  
Dollar Amount \$88,800.00 Co-op Purchasing Contract # \_\_\_\_\_  
Have Adequate Funds Been Budgeted For This Purchase? Yes  No   
Account number(s) 1005010-442620

**Option 1 - Sole Source Justification**

A Sole Source Purchase is available from only one supplier and must meet at least one of the following criteria (check the appropriate box):

- 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.
- 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**

We are expanding the amount of LPR cameras with the same company to maintain operational continuity. The E911 Board maintains two flock cameras and for technological consistency the Village will employ the same system.

**Price Reasonableness**

I determined that the price is reasonable for one of the following reasons:

Relevant documentation attached



- 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 Purchasing**

Purchase through Cooperative Purchasing. (attach contract documentation)

- [State of Illinois Joint Purchase Program](#)
- [NWMC/Suburban Purchasing Cooperative](#)
- [The GSA Schedules](#)
- [Sourcewell](#)
- [Nat'l Association of State Procurement Officials \(NASPO\) ValuePoint](#)
- [Choice Partners Cooperative](#)
- [The Interlocal Purchasing System \(TIPS\)](#)
- [Purchasing Cooperative of America](#)
- [Good Buy Purchasing Cooperative](#)
- [Omnia Partners - Public Sector](#)
- [National Intergovernmental Purchasing Alliance](#)
- [The National Cooperative Purchasing Alliance](#)
- [HGACBuy](#)
- [Municipal Partnering Initiative \(MPI\)](#)
- [Midwestern Higher Education Compact](#)
- [National Purchasing Partners \(NPPGov\)](#)
- [1Government Procurement Alliance \(1GPA\)](#)
- [National BuyBoard \(BuyBoard\)](#)
- Other: \_\_\_\_\_

**Requested By:**

Name	Signature	Date
Staff Contact Commander Scott Lefko		2/24/2026
Department Head Chief Eric Rossi		2/24/2026

- 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