

	<b>SUBJECT: APPENDIX J – SOLE SOURCE JUSTIFICATION FORM</b>	<b>Approval Date</b> 1/1/2018
	<b>DIVISION AND POLICY NUMBER</b> <b>PURCHASING</b>	<b>Revision Date</b> 9/16/2022

**COMMODITY OR SERVICE** Relocation of CORE utilities and the installation of Streetlights

**VENDOR** CORE Electric Cooperative

**AMOUNT OF PURCHASE \$** \$425,000

**REQUESTORS NAME** Frank N. Main

**DEPARTMENT** Public Works

**DEPARTMENT DIRECTOR's Approval** \_\_\_\_\_

**FINANCE DEPARTMENT's Approval** \_\_\_\_\_

**TOWN MANAGER's (or Designee) Approval** \_\_\_\_\_

**TOWN COUNCIL's Approval, when necessary** \_\_\_\_\_

PURCHASING POLICY EXCEPTION ITEM	CHECK ONE
1. Item(s) or service has been formally awarded to a vendor by the State of Colorado, MAPO, or other cooperative purchasing group and the product meets the needs of the Town of Castle Rock.	<input type="checkbox"/>
2. The product or service is of a unique nature, or allows for standardization with existing equipment and will provide exceptional value to the Town of Castle Rock.	<input type="checkbox"/>
3. Emergency purchases where the well-being of the citizens, employees or Town property may be endangered if the purchase is delayed.	<input type="checkbox"/>
4. Town of Castle Rock currently has a contract in place with a vendor for like products or services and the compatibility and/or continuity of those products or services are paramount to the success of the department or Town function.	<input checked="" type="checkbox"/>