

	SUBJECT: APPENDIX J – SOLE SOURCE JUSTIFICATION FORM	Approval Date 1/1/2018
	DIVISION AND POLICY NUMBER PURCHASING	Revision Date N/A

COMMODITY OR SERVICE Synthetic Turf Field Replacement and Installation at Gemstone Park

VENDOR Academy Sports Turf, Inc.

AMOUNT OF PURCHASE \$ 292,000

REQUESTORS NAME Bob Maloney, Manager of Parks Operations and Maintenance

DEPARTMENT Parks and Recreation

DEPARTMENT DIRECTOR's Approval DocuSigned by: Jeff Brauer

FINANCE DEPARTMENT's Approval DocuSigned by: Michelle Schrote

TOWN MANAGER's (or Designee) Approval DocuSigned by: David L. Cortiss

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 checked="" 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 type="checkbox"/>

Per Municipal Code 3.02.060:

Purchases over \$1,000 and up to \$5,000 require three (3) verbal bids unless approved by the Town Manager on the basis of sole source, emergency or unresponsive bidder.

Purchases over \$5,000 and up to \$75,000 require three (3) informal written bids unless approved by the Town Manager on the basis of sole source, emergency or unresponsive bidders.

Purchases over \$75,000 require formal written sealed bids unless waived by the Town Council on the basis of sole source, emergency or unresponsive bidders.

The requesting department must provide written justification to the Finance Department for review and forward it to the Accounting Manager. **Attach additional sheets as necessary.**

The Gemstone Park synthetic turf field was one of the first synthetic turf fields installed in Castle Rock in 2006. The field life expectancy exceeded the anticipated 10-12 years' replacement value and has been in place for sixteen years. The project has been budgeted through our Capital Improvements Plan through the General Long Term Planning Fund. Installation of the new synthetic turf field will take place the week of April 25 and is expected to be complete the week of May 9; weather dependent. The replacement turf known in the industry as, IronTurf has a 10-year warranty that has surpassed 300,000 cycles on independent Lisport testing is built for hard-driving athletes. The patented woven technology provides better ball behavior while boosting player performance and ball handling and provides even spacing and decreased infill compaction for the safety of every player. The products have a polyolefin backing that are 100% recyclable.

Academy Sports Turf has been formally awarded to be a certified vendor through The Interlocal Purchasing System (TIPS) - a government cooperative purchasing program authorized by the Region 8 Education Service Center and their product meets the needs of the Town of Castle Rock. Academy Sports Turf, Inc. TIPS# is 210205.