



Sole Source Procurement Checklist

Date: January 3, 2018

Submit Form

Post the following on District Website: (seven consecutive days before purchase, except emergency purchases)



North Davis Sewer District hereby gives Notice of Sole Source Procurement of Comcast business

1. Description of item to be procured by Sole Source:

The item(s) to be sole source purchased by the District is (are) described as follows:

Comcast business is the District ISP and also provides SIP trunks and POTS lines

2. District contact to obtain information about the sole source procurement and answer questions:

To obtain additional information about this purchase contact Jason Stansfield at

(801) 825-0712

3. Earliest date that the Sole Source procurement will be made:

4. Reason for using Sole Source method of procurement:

- a. Only one source exists
- b. Compatibility of equipment, technology, software, accessories, parts, or service
- c. Use for trial or testing
- d. Transitional costs to change to new equipment etc. are unreasonable
- e. Other Best interest of the District - current vendor have signed contract

5. Length of time for Sole Sourcing this item:

Single purchase or bid out for one year etc.

6. Comments:

Single purchase or bid out for one year etc.

7. Dates posted:

Begin Date: January 3, 2018

End Date: January 10, 2018

Approvals:

Above information posted on website by:

Jason Stansfield

Approval by Purchasing Agent

Jason Stansfield

Digitally signed by Jason Stansfield
DN: cn=Jason Stansfield, o=North Davis Sewer District, ou=central@ndsd.org, c=US
Date: 2018.01.03 09:23:47 -0700

Date: 1/3/18

Approval by District Manager

Kevin Cowan

Digitally signed by Kevin Cowan
DN: cn=Kevin Cowan, o=North Davis Sewer District, ou=central@ndsd.org, c=US
Date: 2018.01.03 09:23:47 -0700

Date: 1/3/18