

WASHOE COUNTY SOLE SOURCE PURCHASE REQUEST FORM

This form is required for sole source approval of any of the following:

Non-grant funds:

- Equipment or supplies exceeding \$25,000
- Professional Services exceeding \$50,000

Grant funds:

- Equipment or supplies exceeding \$10,000
- Professional Services* exceeding \$10,000

*Note: Noncompetitive awards to professionals or consultants that are on retainer contracts are restrictive of competition and not allowable under OMB guidelines.

DEPARTMENT Washoe County Sheriff's Office

REQUESTOR'S NAME Lieutenant Scott Iacoboni PHONE # 328-2847

REQUISITION NUMBER _____ DATE April 28, 2021

RECOMMENDED SOLE SOURCE SUPPLIER Axon

ESTIMATED DOLLAR VALUE OF PROCUREMENT (ANNUALLY)	Year 1	\$58,546 (equip/install)
	Year 2	\$14,080
	Year 3	\$14,080
	Year 4	\$14,080
	Year 5	\$14,080
	Total =	\$114,866

Description of good or service requested:

Axon Interview Recording Platform and Services for the 5 interview rooms in the Criminal Investigations Unit.

Unique features/qualifications required that are not available from another supplier:

The Washoe County Sheriff's Office already utilizes Axon Body Worn Cameras and the Axon Fleet In-Car Camera System. By purchasing Axon Interview, we allow for all of our video evidence to be stored on Axon's Evidence.com platform. This will allow us to save on server storage space by utilizing cloud-based storage and decrease the amount of flash drives/disks we purchase to share evidence with the District Attorney or other regional partners.

Were other options sought?

- If yes, why were they unacceptable? If no, why were alternatives not reviewed?

No other alternatives were sought because none are compatible or make sense with the current use of the other Axon products agency wide. Additionally, we currently have the expertise and training in the Axon product being that we already utilize Axon Body Worn Cameras and Axon Fleet.

What efforts were made to determine there was no competition for the service or good and how was it determined the price for the purchase is fair and reasonable?

In order to maintain continuity agency wide, Axon Interview was the logical choice for our agency as we move toward cloud-based storage for our video evidence. The Sheriff's Office has already spent the money to upgrade our internal infrastructure to accommodate Axon Body Worn Cameras and Axon Fleet for our in-car cameras. This allows for expanded growth into Axon Interview. As previously stated, we have already received the training and possess the expertise on how to operate Axon Systems.

I have read and understand the Policies and Procedures of the Board of County Commissioners including the Washoe County Grants Manual (if applicable) with regard to sole source procurements. I understand that competition is the preeminent consideration in the expenditure of County and grant funds, and I acknowledge the County's commitment to the principle of fairness to any vendor who would like to do business with the County. After observing these principles and considerations, I hereby submit that the goods, services, and/or supplier specified fit the County's sole source criteria for the following reasons:

Please provide sufficient detail to clearly identify the reason(s) for this sole source procurement request. Select all of the following applicable to the requested purchase. Attach additional information if necessary.

Note: Grant-funded purchases must fall under either 6, 7 or 8 below.

() 1. The product is unique in design and/or features that are required for a specific application. List the unique features and explain why they are needed for the application the product will be used for.

(X) 2. The product being purchased must be compatible with existing equipment. Identify the existing equipment.

We currently have and utilize Axon Body Worn Cameras and Axon Fleet in-car cameras. The internal infrastructure has already been upgraded to support this technology

(X) 3. The product requested is one which the user has had specialized training for. Identify who the user of this product will be and provide a description of the previous training.

All Washoe County Deputies and Supervisors are already trained on how to operate and access all Axon Systems which include: Axon Body Worn Cameras, Axon Fleet in-car cameras and Evidence.com

() 4. Consultants/Subcontractors: The individual/company is the most suitable to provide the service requested and the selection process is based on the following:

Updated 8/1/17

() There is evidence that the assistance to be provided is essential and cannot be provided by persons receiving salary support within Washoe County.

() A selection process was utilized to select the most qualified person.

() The consulting charges are appropriate considering the qualifications of the consultant or company based on past experience and the nature of the work to be performed.

(X) 5. The product or service is available only from the manufacturer or their authorized representative. Identify the manufacturer or authorized representative, and provide telephone number and address information.

Axon Enterprises Inc
17800 N 85th St.
Scottsdale Arizona 85255
Phone 1-(800)-978-2737
Sales Representative – Chris Neubeck, cneubeck@axon.com

(X) 6. The product or service is available only from a single source.


() 7. The awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the grantee department. (Attach sponsor authorization)

() 8. After solicitation of a number of sources, competition is determined inadequate.

() 9. Other. Please explain the specific circumstances and/or requirements that warrant the goods or services request to be procured from a sole source.

The following provides justification as to reasonableness of price: (i.e.; aligns with market pricing, government discount applied, cost analysis was conducted, aligns with historical pricing, etc.)

I understand that I may be required to justify this sole source procurement before the appropriate authority, including the Board of County Commissioners, and that my signing this document knowing any of it to be false may subject me to administrative action.


Signature of Requestor

Lieutenant Scott Jacoboni
Print Name


Signature
Department Head Approval

Tim O'Connor
Print Name

For completion by the Purchasing Division:

☒ (X) Sole source justification is adequate and exempt from competitive bidding requirements per NRS 332.115.

☐ () Sole source justification is adequate to justify exemption from competitive bidding requirements per NRS 332.____.

☐ () Sole source justification is adequate and exempt from competitive procurement requirements Uniform Guidance 2 CFR Pt. 200.320.

☐ () Sole source justification is inadequate and request is returned to department for additional justification, instructions on whether to seek competitive bids for the goods or services requested, or to withdraw the request.

Mark Stewart Digitally signed by Mark Stewart
Date: 2021.05.10 14:45:41 -07'00'

Signature
Purchasing and Contracts Manager
(or authorized representative)

Mark Stewart

Print Name

05/10/2021

Date