SOLE SOURCE AFFIDAVIT

Under the requirement of The University of West Florida (UWF) Reg. 6.0055 (2), the following is submitted in support of this request for authority to purchase, without bidding, the items available from only one source.

VENDOR NAME: Northwest Florida Professional Baseball LLC

VENDOR ADDRESS: 351 West Garden Street, Pensacola, FL 32502

VENDOR PHONE: (850) 934-8444

VENDOR FAX: Value of Order or Contract: 175,000

Describe briefly, in lay language, what the item/service is and how it is to be used:

While the UWF Football team plays their home games at Blue Wahoos Stadium, the Blue Wahoos staff will perform the essential duties for game day operations to include but not limited to grounds maintenance, ticket takers, locker room cleaning, front office staff, creative production staff, etc.

Why is this product required over any other product? What does this product provide that other products cannot? Why is this product so unique that it is considered a sole source?

The functions that the Blue Wahoos staff will perform are essential duties that their organization are familiar with due to the operations during their normal season of play. Since their staff already are trained on these functions and also know the layout of the stadium, it will offer an efficient and organized operation.

If available from other dealers or distributors, why are you requesting this item to be considered a sole source purchase and not bidable?

Per the contract, we are required to use the Wahoo staff for game day operations.

Is this product or service being purchased from the manufacturer?  YES  NO

Is the manufacturer the sole distributor?  YES  NO

Does the manufacturer have dealers or distributors that can also supply this product or service to the University?  YES  NO

In your expert opinion, is the price reasonable and competitive with other similar equipment and/or services?  YES  NO

STATEMENT OF NO CONFLICT OF INTEREST

I/We, as a UWF employee(s) taking part in the development of this affidavit, attest that I/We am/are independent of, and have no conflict of interest in, the entities to which this non-competitive award is made.

DEPARTMENT APPROVAL

I/We, the undersigned certify the above to be true and correct to the best of my/our knowledge and belief and the user and/or undersigned does not have a financial interest in the above-named vendor.

Requestor's Signature:  

Asst. Athletic Director/Financial Operations  

Title:  

Date:  

Director of Athletics  

Title:  

Date:  

Asst. Procurement Director  

Title:  

Date:  

Procurement Director  

Title:  

Date:  

Steven Cunningham  

Date  

George Ellenberg  

Date  

Over $99,999.99, approval by VP for Div of Finance and Administration  

Over $499,999.99, approval by Vice Provost  

PURCHASES COSTING $75,000 + Failure to timely file a protest or failure to timely deliver the required bond or other security in accordance with Board of Governors (BOG) Reg. 18.002 and 18.003 shall constitute a waiver of protest proceedings.

Date & Time Decision Posted:  

Date & Time Decision Removed:  

Revised 4/15/2016