

Exception Request Sole Source or Restrictive

Procuring Agency:

Date:

Vendor or Brand:

What is to be provided?

Personal Property/Good Service

Description:

Does the personal property/good or service contain IT?

Yes No

Reason for Exception Request:

Type of Award Requested:

- 1. Sole Source – Sole availability at location
- 2. Sole Source – Uniqueness of service or good
- 3. Restrictive – (Competitively bid but restricted to particular brand)

- 1. Contract
- 2. One Time Purchase

Funding: (Indicate Percentage)

Federal	%	Estimated Dollar Amount of	
State	%	Contract or Purchase Order:	\$

Attachments:

- 1. Copy of Proposed Contract*
- 2. Pre-Agreement Outcome Tool (Requests > \$400,000.00)*

*Services Only

Only applies to sole source exception requests:	Yes
Is the Vendor a Scrutinized Company as defined under the Foreign Adversary Contracting Prohibition Act, Neb. Rev. Stat. Sec. § 73-903 (5)?	No

By signing below, the procuring agency is asserting that the information on this page and on any accompanying material, including the information provided on the justification form is complete and accurate to the best of the procuring agency's knowledge. The procuring agency is solely responsible for the information provided to the Materiel Division and understands and acknowledges that the Materiel Division will rely on this information to consider/process this request.

Signature of Procuring Agency:

Title:

1. Why is a formal competitive solicitation under the State Purchasing Bureau's Procurement Manual and Policies not possible for this procurement?

2. What research was completed to identify the need for an exception?

3. What other options were identified during research and why will other options (if any) not meet the agency's need?

4. Can the agency expand or be flexible with its requirements to expand competition? If no, why not?

5. What are the agency's plans for the next time the agency needs to procure the personal property or services?

MATERIEL DIVISION USE ONLY BELOW

DAS Director Signature or Designee _____

Date:

Exception Approved

Exception Denied