

CITY OF GRAND JUNCTION SOLE SOURCE JUSTIFICATION FORM

Date: January 4, 2023 Requested By: McIntire
 Department: Fire Division: EMS
 Vendor Name: Knox Net Cost Delivered: \$ 32,867.00

Provide G/L Account where funds are budgeted: 100-520-175-7900_07
 Project code, if applicable E2308

SOLE SOURCE JUSTIFICATION (INITIAL ALL ENTRIES THAT APPLY)

Material/Service Description: Knox Mini Med Vault

1. MRM - The vendor is the original equipment supplier/manufacturer and there are no regional distributors;
2. MRM - The product, equipment or service requested is clearly superior functionally to all other similar products, equipment or service available from another manufacturer or vendor;
3. MRM - The over-riding consideration for purchase is compatibility or conformity with City-owned equipment in which non-conformance would require the expenditure of additional funds;
4. _____ - No other equipment is available that shall meet the specialized needs of the department or perform the intended function;
5. MRM - Detailed justification is available which establishes beyond doubt that the Vendor is the only source practicably available to provide the item or service required;
6. _____ - Detailed justification is available which proves it is economically advantageous to use the product, equipment or service.

**Attach Justification Memo and Pricing Documentation, then proceed with signatures below.
 After Dept Head approval, forward to Purchasing.**


Department Director Approval:

I recommend that competitive procurement be waived and that the service or material described herein be purchased as a sole source.

Signed: , 1/5/23
 Department Head Signature Date

Purchasing Approval:

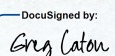
Based on the above and attached documents, I have determined this to be a sole source with no other vendor practicably available.

Signed: , 1/19/2023
 Purchasing Manager Signature Date

Final Authorization

City Manager Approval Required (\$25K to \$50K)

yes / no

Signed: , 1/19/2023
 City Manager Signature Date

City Council Approval Required (over \$50K)

yes / no



Memorandum

To: Jay Valentine

From: Mark McIntire, EMS Chief

Date: January 4, 2023

Subject: Sole Source Justification for Knox Mini Med Vault System

In an effort to make all of our apparatus compliant with DEA narcotic storage and tracking policies, the department would like to purchase 18 Knox Mini-Med Vaults via a Sole Source.

The department purchased electronic safes from Narctrak in 2019. These safes have had multiple system failures which have resulted in temporarily missing narcotics and narcotics being locked in a safe for extended periods with no ability to access them.

In March of 2022, the department researched available options that would meet our goal of DEA compliance. After this research, we solicited two vendors for a trial of the available narcotic storage safes and compared them to our current Narctrak model. Safes were received from Knox Mini Med Vault, and Medixsafe. Multiple aspects of the safes were evaluated and are listed below:

- Complexity of Use
- Availability of Manual Backup
- Potential for technology failure
- Build Quality

The overwhelming winner of the trial was the Knox Mini Med vault. This unit received 100% of the recommendations and scored almost perfectly in all evaluated categories. The results of this evaluation are attached to this justification.

We have already started purchasing individual safes to place in our new ambulances. This purchase would create conformity of the units on every apparatus on the department.

Due to the trial results and the fact that this would create conformity with all department units, we would like to move forward with a Sole Source with Knox for their Mini-Med Vault product.



Knox Company
1601 W Deer Valley Rd
Phoenix AZ 85027
United States

Quote# QT-KA-42864

QUOTED TO:

CUS101285
GRAND JUNCTION FIRE DEPT
625 UTE AVE
GRAND JUNCTION CO 81501-7720
UNITED STATES
MESA

SHIP TO:

GRAND JUNCTION FIRE DEPT
625 UTE AVE
GRAND JUNCTION CO 81501-7720
UNITED STATES
MESA

Expires On	Sales Rep	Terms	PO #	Shipping Method
7/3/2023	Brad Furner	N30 - Net 30		Ground Shipping < 75 LBS

Item	Description	Quantity	Units	Rate	Amount
5230S3K	MedVault® 2.5 Mini, WIFI STD, SURFACE, BACK ANT	18	EA	\$1,795.00	\$32,310.00
Installation Address: Primary System Code Role: PS-07-0017-01-83-EMS01					

Subtotal	\$32,310.00
Tax Amount	\$0.00
Shipping and Handling	\$557.00

Total	\$32,867.00
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QT-KA-42864

Terms and Conditions

All pricing is subject to change and is based on a quantity order to be shipped all at one time. Prices quoted are valid through the "Expires On" date shown. All shipping and handling fees, if provided, are estimates based upon ground service to the address shown above. Knox will provide you a firm cost for shipping and handling fees when order is placed. Knox provides detailed installation instructions with each Knox product. However, Knox is not responsible for actual installation.

SALES TAX DISCLAIMER: Knox is required to collect sales tax for purchases made in the following states: AL, AR, AZ, CA, CO, CT, FL, GA, IA, IL, IN, KS, KY, MA, MD, ME, MI, MN, NC, NE, NJ, NM, NV, NY, OH, OK, PA, RI, SC, TN, TX, UT, VA, VT, WA and WI. Where applicable, Knox will charge sales tax unless you have a valid sales tax exemption certificate on file with Knox. If you are sales tax exempt, you must provide us with an exemption certificate at the time the order is placed.

Please submit a purchase order form.