

SOLE SOURCE PURCHASE FORM

AGENCY NAME: IOWA LOTTERY AUTHORITY

VENDOR NAME: Pollard Games, Inc. dba American Games Inc.

AMOUNT: \$914,760.00 / 27 months

SOLE SOURCE ☒ **EMERGENCY PROCUREMENT** ☐

SOLE SOURCE ONLY:

1. Has the vendor ever been an employee of the State of Iowa? ☐ Yes ☒ No If yes, please explain the nature of the employment and period of service.

2. Explain why the recommended vendor is the only one qualified to provide the requested item(s) at the exclusion of all others, i.e. what makes this vendor uniquely qualified?

This vendor holds the patent for the modular components of the vending machines. While other vendors may be capable of performing repairs, all parts must be obtained from Pollard Banknote. In addition, this vendor has already completed extensive background investigations for the company and staff having access to the vending machines. New vendors would be required to complete and pay an estimated cost of \$50,000-70,000 for background investigations to be completed before being awarded a twenty seven(27) - months contract which would be cost prohibitive for a new vendor.

3. Describe the research that has been completed to insure that no other competition exists. Provide names of vendors contacted who are unable to provide the item(s) or perform the service.

Service providers may be able to complete the service portion but repair components are a patented item only available from Pollard Games, Inc. No searches were conducted.

4. Have you requested a contract with the vendor at any time during the past 12 months? ☒ Yes ☐ No If yes, please describe the item(s) provided and the amount agreed to be paid.

The same maintenance and repair services desired are currently contracted with Pollard Games.

5. Provide the dates the sole source request appeared on the bid opportunities website. Date(s):
Posted 3/7/22 through 3/11/22

SOLE SOURCE AND EMERGENCY:

6. Description of item(s):

Continued monthly maintenance and repair services to keep pull-tab and instant ticket vending machines in operational condition as well as moving equipment from retail locations as needed during the contract period.

7. How did you determine that the vendor's price was reasonable?

An original maintenance service was bid several years ago with cost increases kept to a minimum in the subsequent renewal years.

SOLE SOURCE:

Which of the following best describes this sole source procurement? You may select more than one.

- ☒ One vendor is the only one qualified or eligible or is quite obviously the most qualified or eligible to provide the good.
- ☒ The procurement is of such a specialized nature or related to a specific geographic location that only a single source, by virtue of experience, expertise, proximity, or ownership of intellectual property rights, could most satisfactorily provide the good.
- ☐ Applicable law requires, provides for, or permits use of a sole source procurement.
- ☐ The federal government or other provider of funds for the goods being purchased (other than the state of Iowa) has imposed clear and specific restrictions on the use of the funds in a way that restricts the procurement to only one vendor.
- ☐ The procurement is an information technology device that is systems software or an upgrade, or compatibility is the overriding consideration, or the procurement would prevent voidance or termination of a warranty, or the procurement would prevent default under a contract or other obligation.

Explain how this procurement fits the sole source situation(s) selected above:

Vendor holds a patent for the components of the machines to be serviced.

EMERGENCY:

Which of the following best describes this emergency procurement? You may select more than one. "Emergency" includes, but is not limited to:

- ☐ That threatens public health, welfare or safety.
- ☐ There is a need to protect the health, welfare or safety of persons occupying or visiting a public improvement or property located adjacent to the public improvement.
- ☐ The department or agency must act to preserve critical services or programs.
- ☐ The need is a result of events or circumstances not reasonably foreseeable.

Explain how this procurement fits the emergency situation(s) selected above:

Requested by: Terry Brown

Date: 3/7/22

Approved: ☐ Yes ☐ No

Signature: _____

Date: _____