

SOLE SOURCE PROCUREMENT INSTRUCTIONS

It is the policy of the Commonwealth of Virginia and the IALR that contracts be awarded on a competitive basis and that the use of a sole source procurement must be limited to those instances where only one source is practicably available.

Sole source requests must contain a memorandum from the requisitioning department head that addresses in a direct and concise manner the following four points (by number and in order):

RE: Radiography Equipment for ATDM 2.0 NDT Equipment

1. Explain why this is the only product or service that can meet the needs of the requisitioner.

This equipment was recommended by our curriculum development partners, Naval Welding Institute. They have aligned the equipment that we plan to order with the specific needs and technical publications of the shipbuilding industry. The curriculum that they will develop under contract with IALR will be built around these specific pieces of equipment. This equipment request also directly aligns to the needs of industry. We made conclusions on industry need based off of our skills gap analysis of the shipbuilding OEM's and supply chain.

2. Explain why this vendor is the only practicably available source from which to obtain this product or service.

Detek serves as an authorized distributor for Waygate (GE) ultrasonic, Sensor Networks transducers and Parker Research magnetic particle in the State of Virginia. This makes them the correct vendor due to equipment selection available and geographic location to support any training, service, maintenance, etc.

3. Explain why the price is considered reasonable.

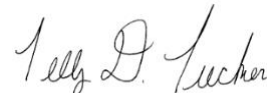
The prices align to the going rate for these pieces of equipment. These are very specialized and sophisticated disciplines that require very specific equipment.

4. Describe the efforts that were made to conduct a noncompetitive negotiation to get the best possible price.

Due to the quantity of the order, we have been able to negotiate a 15% discount from Detek.

Prepared by: James Hubbard
Title: ATDM Assistant Director, Training & Technology
Date: 8/10/22

The memorandum must be attached to the requisition before the requisition is approved. The memorandum must stay with the procurement file.



Telly Tucker, President

August 26, 2022

Date