

**CRITERIA FOR  
SOLE SOURCE / BRAND PROCUREMENT**

**“SOLE SOURCE JUSTIFICATION FORM”**

Please address by specific reference each question listed below ( 1 – 5 ) in your justification.  
Failure to respond to any of the questions may result in the rejection of your request.  
( When answering questions use separate sheets of paper as needed )

**Please submit this document in a WORD format, and include the following information:**

- **The Assigned Service Contract Number:**      **TBD**
- **The proposed term of the service contract:**      **TBD**
- **The Value of the Contract:**      **\$363,140**

1. Why was the particular product and / or vendor selected?

The Office of the Sheriff requested a Tactical Training structure to build at the Sheriff's Range in Clayton, CA for use as a regional public safety rescue & training structure. Fire Facilities Inc. & Tactical Training Systems is a sole source for these buildings per the the attached documentation.

2. What are the unique performance factors of the selected product / service?

Provide detailed specifications and descriptions.

Contra Costa County Office of the Sheriff requested the structure be multi-level with modular interior walls for customization, smoke system, staircases, rappelling hooks, etc.

3. Why are these specific factors required?

Office of the Sheriff requested the structure to prepare first responders for a multitude of real-world critical incident scenarios. The Office of the Sheriff actively hosts and provides training for other local, state and federal law enforcement and first responder agencies. The Office of the Sheriff operates the POST certified Law Enforcement Training Center (LETC) as both an agency and regional training resource.

4. What other products / services have been examined and rejected?

Public Works researched other modular structures (i.e. warehouses, ancillary offices, sheds, etc.) that did not meet the specifications desired by the Office of the Sheriff, which included movable walls, rappelling hooks and breaching doors.

This quotation from a sole source supplier is exempt from a formal solicitation based on Admin Bulletin 600.3 Section II.6.d (page 7 of 14).

5. Why are other sources providing like goods or services unacceptable?

Full explanation needed.

The other modular structures available would require significant additions and alterations to provide the specifications desired by the Office of the Sheriff.


I HEREBY CERTIFY THAT:

- 1) I am an approved County department representative. I understand the County's requirements for competitive bidding, as well as the criteria for justification for sole source.
  
- 2) I have gathered the required technical information and have made a good faith effort to review comparable and / or equal equipment / product / services.  
Copies are attached.

I certify to the best of my knowledge the validity of the information contained herein.

Department / Division / Office name Capital Projects Management, Public Works

Department representative name Jeffrey K. Acuff  
( print name )

Department representative signature   
( sign name )

Date: 16 October 2024

**GSD PURCHASING DIVISION USE ONLY:**

BUYER: \_\_\_\_\_ PURCHASING AGENT / DESIGNEE \_\_\_\_\_

APPROVED: \_\_\_\_\_ NOT APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

COMMENTS: