



REQUEST FOR SINGLE SOURCE
(Limited Source Procurement)

Materials Management Procurement
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Peoria, AZ 85345
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Return to: Materials Management

Date: 5/29/24 Prepared by (Name/Title): Bill Moss, Arts & Culture Manager

Single source request for the purchase of: firefighter memorial statue for Gene Mason Memorial at FS191

Requested Supplier: Brodin Studios, Inc Supplier phone#: 320-398-4304

Supplier's Address: 70127 330th St Fiscal Year: FY24
Kimball, MN 55353

Funding Source: 2024 1000 1260 530019

Contact Person: Nicholas Christensen, President Estimated Expenditure: \$119,000.00

Statement of Need: The department's recommendation for single/limited source procurement is based upon an objective review of the product/service being required and appears to be in the best interest of the City. I am aware of no conflict of interest or compromising action. Personal familiarity with particular brands, types of equipment, materials or firms has not influenced the request to single source this purchase. ***Refer to the attached single source justification as prepared by our department, and to the attached exhibits including research/review of available products/services.**

Bill Moss

Signature of Requesting Division Manager

May 29, 2024

Date

Marylou Stephens

Approval of Department Director

May 29, 2024

Date

Materials Management Comments:

Materials Management Approvals:

Drew Ashmun

Buyer

May 30, 2024

Date

Materials Manager

Date

Single Sourcing:

All Single Source requests shall contain the following information:

1. Full explanation of the product or service required.
2. A full explanation of the existence of a single or limited source condition which explains the rationale for noncompetitive procurement.
3. A detailed summary of efforts made to locate other potential sources, methods to locate them, and the reasons for selection or rejection of each potential source.

Examples of a single/limited source procurement could be:

1. Immediate or past experience with a supplier which could impact price or quality.
2. Critical delivery schedule.
3. Current contractual involvement.

Please note, a single source procurement is not a vehicle to circumvent competition in the market place nor should it be used as a result of poor planning, a desire to not write specifications, or end of year budget expiration. Single source procurement should be utilized with extreme caution to avoid problems such as failure to recognize the true market value of the product or service, motivation of the supplier to perform quality work, lack of backup supplier in the event of nonperformance, and lack of negotiation leverage. The positives should outweigh the negatives.

Please submit Single/Limited source request in advance to allow sufficient time for review and/or negotiation of a contract.

Justification for Single Source

Department Shall Provide Explanation to Support Justification for Single Source below

1. Full explanation of the product or service required:

The design, 3D modeling, production and installation of custom brass firefighter statues for the Gene Mason Firefighter Memorial at station 191. The two statues will be full-size. Statue one will be a Volunteer Firefighter, and have former Peoria volunteer firefighter Jim Kosier's face, statue two is a current Career Firefighter, and will use current Peoria firefighter Hunter Clare's face. Both will be dressed in their period structural gear with custom equipment, helmets and Peoria patches and badges. Statue one will be handing statue two a pick-headed axe. This will be installed on the pad provided for in the recent memorial remodel. Since Peoria is dictating all poses, faces and equipment, this is not considered art.

2. A full explanation of the existence of a single or limited source condition which explains the rationale for noncompetitive procurement:

Brodin Studios is the only source we could find for brass memorial figures that could be customized with proprietary equipment, patches, faces, logos and badges. The studio will travel to us to do on-site 3D model exactly the positioning that we are requesting. They use the actual people, faces and equipment that we are looking to replicate. They are also the only studio that we can find that can complete this project from concept through installation.

3. A detailed summary of efforts made to locate other potential sources, methods to locate them, and the reasons for selection or rejection of each potential source.

The Arts department in conjunction with Fire have been reaching out to various companies that have casting or foundry capabilities. Brodin is the only one that we could locate that could complete the process in house. All others would have to subcontract some or several portions of the process and none could give us the onsite 3D modeling with custom poses, faces, equipment and patches.

4. See Attached Backup Documentation (i.e. vendor quote, vendor single source letter, copy of Purchase Requisition, etc)