

COLLEGE STATION INDEPENDENT SCHOOL DISTRICT

JUSTIFICATION OF SOLE SOURCE PURCHASE QUESTIONNAIRE

Date: 1/8/07

CSISD Requisition #

This questionnaire has been designed by the Purchasing Department to aid the faculty and staff in relating information necessary in the processing of requisitions on a sole source purchase basis. Your cooperation in answering the questions listed below will assist us in handling orders expeditiously.

1) Is this item required for use in Classroom? Lab? Other? Libraries

2) What features or functions are proprietary to this item? How are these dimensions or performance characteristics essential to the accomplishment of your work? Software that has the functions necessary for use. It is compatible with all other library hardware and software.

3) List any company other than your suggested source who manufactures a similar item or manufactures an item with similar functions. None.

4) Why won't these competing products be satisfactory? We've use Follett for a number of years, and have built our circulation system around the software. Follett's upgrade will allow us to continue with the same circulation system

5) Will the item be used with existing equipment? Yes No
If yes, - as a repair/replacement part? Yes No
- as a component to be interfaced with the existing equipment Yes No
Give Brand and Model number of existing equipment. New version of software.
- as an accessory or option? Yes No
- to match existing equipment? Yes No
- for reasons of interchangeability? Yes No

6) Give any additional information you may aid the buyer in processing this requisition. Follett's upgrade requires a new purchase on our part. This upgrade should last many years.

NAME (PRINT): GREG McINTYRE

SIGNATURE: [Signature]

PHONE NUMBER: 764-5415