



STATE OF NEW MEXICO SOLE SOURCE REQUEST AND DETERMINATION FORM

A sole source *determination* is not effective until the *sole source request for determination* has been posted for thirty (30) calendar days without challenge, and subsequently approved in writing by the State Purchasing Agent or, for Professional Services Agreements, the Secretary of the Department of Finance and Administration. The foregoing requirement is regardless of whether the *sole source request for determination* has been signed by the Agency and/or the Contractor.

I. Name of Agency: Luna Community College

Agency Chief Procurement Officer: Levitt Baca

Telephone Number: (505)454-5393

Agency Contact for this request: Levitt Baca

Telephone Number & Email Address: lbaca@luna.edu

II. Name of prospective Contractor: **Flatiron Sports & Technology**

SHARE Vendor Number (must be active):

Address of prospective Contractor: **277 S. Cathay Way, Aurora, CO 80013**

Contact Name, Telephone Number and Email Address: **Chris Eckert, 303-947-4796, ffl.fbl@gmail.com**

Amount of prospective contract before tax: **\$3,982.85**

Estimated tax amount (tax is subject to change): **\$0**

Term of prospective contract:

Note: For terms longer than one year, Request for Policy Exemption from DFA MUST be included.

III. Agency is required to state purpose/need of purchase and thoroughly list the services (scope of work), construction or items of tangible personal property of the prospective contract (if this is an amendment request to an existing contract, include current contract number issued by SPD):

Umpire services, umpire assigning fees, umpire travel fees, National Junior College Athletic Association (NJCAA) Region 9 Pod fee.

- IV. Provide a detailed explanation of the criteria developed and specified by the agency as necessary to perform and/or fulfill the contract and upon which the state agency reviewed available sources. (Do not use “technical jargon;” use plain English. Do not tailor the criteria simply to exclude other contractors if it is not rationally related to the purpose of the contract.)

All NJCAA Region 9 softball schools are required to pay for umpire services and for the Umpire Region 9 Assignor. Chris Eckert is utilizing Flatiron Sports to issue paychecks to all umpires after games are completed. This is a software company that assigns games for umpires to accept or decline, send updates and messages to Region 9 umpires, and to allow for all other communication for the umpires.

- V. Provide a detailed, sufficient explanation of the reasons, qualifications, proprietary rights or unique capabilities of the prospective contractor that makes the prospective contractor ***the one source*** capable of providing the required professional service, service, construction or item(s) of tangible personal property. (Please do not state the source is the “best” source or the “least costly” source. Those factors do not justify a “sole source.”)

Each NJCAA conference hires an assignor for sports officials in each particular sport. Each assignor will hire umpires to work in that sport.

- VI. Provide a detailed, sufficient explanation of how the professional service, service, construction or item(s) of tangible personal property is/are ***unique and how this uniqueness is substantially related to the intended purpose of the contract.***

The assignor may or may not use electronic software to pay his/her sports officials, or in this case, the softball umpires. Chris has chosen to utilize Flatiron Sports Technology to organize his umpires for assignments, payments, or dues and fees.

- VII. Explain why other similar professional services, services, construction or item(s) of tangible personal property ***cannot*** meet the intended purpose of the contract.

Chris Eckert is NJCAA Region 9 softball umpire assignor. Institutions cannot use or hire any other uncertified umpires to work Region 9 games as per NJCAA and Region 9 by laws.

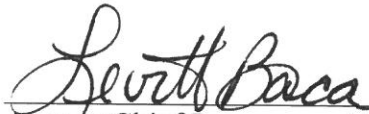
Provide a narrative description of the agency’s due diligence in determining the basis for the procurement, including procedures used by the agency to conduct a review of available sources such as researching trade publications, industry newsletters and the internet; contacting similar service providers; and reviewing the State Purchasing Divisions’ Statewide Price Agreements. Include a list of businesses contacted (***do not state that no other businesses were contacted***), date of contact, method of contact (telephone, mail, e-

mail, other), and documentation demonstrating an explanation of why those businesses could not or would not, under any circumstances, perform the contract; or an explanation of why the agency has determined that no businesses other than the prospective contractor can perform the contract.

Luna Community College Athletics is affiliated with NJCAA Region 9. Luna CC cannot contact any other umpire association that is not approved and used by Region 9 Institutions or Athletic Directors.

Certified by:

Date: 3/8/21

A handwritten signature in cursive script, reading "Scott Baca", is written over a horizontal line.

Agency Chief Procurement Officer

