




Alamogordo Public Schools
PO Box 650
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Office of Business and Finance
Sheri Gardner, Chief Procurement Officer
1211 Hawaii Avenue
Alamogordo, NM 88310

Office: (575) 812-6046
Fax: (575) 812-6049

Date: March 12, 2020
To: Procurement File
From: Sheri Gardner, Chief Procurement Officer 
Re: Determination Regarding Sole Source for Lindsley Silagi, Commodity Code: 95877

DETERMINATION

Pursuant to New Mexico Procurement Statute 13-1-126 NMSA 1978 Sole Source Procurement

A contract may be awarded without competitive sealed bids or competitive sealed proposals regardless of estimated cost when the state purchasing agent or a central purchasing office makes a determination, after conducting a good-faith review of available sources and consulting the using agency, that there is only one source for the required service, construction or item of tangible personal property.

The contractor was the lead grant writer and the named grant coordinator. The contractor collaborates with the district to plan, schedule and organize services to meet the goals and objectives of the grant. The coordinator works directly with federal contacts who oversee the awarding and implementation of the grant.

The contractor has worked with the grant and district since inception. The contractor is a sole source as she has intricate knowledge for the expectations for coordination and implementation of both DODEA district grants. The contractor is providing on-going continuation of services unique to a sole source as she know the district's transforming needs and associated objectives.

For these reasons, A Determination is hereby made that Lindsley Silagi qualifies as a Sole Source procurement for FY 2021.

Attachments:
Lindsley Silagi Sole Source Letter
Quote



**Alamogordo Public Schools
Sole Source Justification Request and Determination Form**

13-1-126. Sole source procurement. (2013) Statute text

A contract may be awarded without competitive sealed bids or competitive sealed proposals regardless of the estimated cost when the state purchasing agent or a central purchasing office determines, in writing, that:

- (1) there is only one source for the required service, construction or item of tangible personal property;**
- (2) the service, construction or item of tangible personal property is unique and this uniqueness is substantially related to the intended purpose of the contract; and**
- (3) other similar services, construction or items of tangible personal property cannot meet the intended purpose of the contract.**

A sole source **determination** is not effective until it has been posted on the APS website for thirty (30) calendar days without challenge. Please plan accordingly.

1. Name of APS requestor and department: **Kirstie Eamello**

Requestor email: **Kirstie.eamello@alamogordoschools.org**

2. Name of prospective business/ Contractor: **Lindley Silagi**

- Prospective Contractor contact person name/ phone number: **1-915-494-7266**
- Email or address of prospective Contractor: **lindsley.silagi@gmail.com**
- Website for prospective Contractor: _____
- Estimated amount of prospective purchase/contract: **\$24,000**

3. Letter or documentation from prospective Contractor claiming sole source status attached

YES X NO _____

4. Please describe the services (scope of work), construction or items of tangible personal property of the prospective purchase/ contract:

The contractor was the lead grant writer and the named grant coordinator. The contractor collaborates with the district to plan, schedule and organize services to meet the goals and objectives of the grant. The coordinator works directly with federal contacts who oversee the awarding and implementation of the grant.

5. 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"). Attach pages as necessary but do not rely solely on third party attachments. Please describe the sole source rationale below.

The contractor has worked with the grant and district since inception. The contractor is a sole source as she has intricate knowledge for the expectations for coordination and implementation of the DODEA Seeding Success district grant. The contractor is providing ongoing continuation of services unique to a sole source as she knows the district's transforming needs and associated objectives.

Requested by:

Kirsten Camacho
Department Coordinator

3-10-20
Date

Approved by:

[Signature]
Chief Procurement Specialist

3-18-2020
Date

Approved by:

Superintendent or Designee

5.12.2020
Date

APS Website Posting Dates

From: May 13, 2020 To: June 13, 2020

Protest Received

Yes _____ No _____

February 3, 2020

To Whom It May Concern,

This is to verify that I am the Sole Source for overseeing the implementation of the DODEA grants awarded to Alamogordo Public Schools in 2010, 2011, 2014 and 2016. I crafted and designed the programs funded by DODEA on behalf of Alamogordo. I have overseen the implementation of these grants since the date of each award. In addition, I was approved by DODEA to carry out the implementation of the grants based upon my expertise and experience. I have participated in all of the DODEA trainings provided which have enabled me to continue to develop and oversee the grant projects ensuring they meet DODEA's rigorous standards and requirements. I have developed a collegial relationship with the program coordinators at the federal level who oversee the awarding and implementation of DODEA grants. This relationship has proven to be essential overtime in the navigation of the complex nature of these grants.

Please call (915) 494-7266 or email lindsley.silagi@gmail.com if you have any questions.

Lindsley Silagi

PO Box 51
Santa Teresa, NM
88008