



UNIVERSITY
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Many Traditions One Alaska

TO: Deborah A. Moore, UAF Associate Director of Procurement & Research Services
Mary Beth Overturf, Director, UAA Procurement Services
Richard Hitchcock, UAS Procurement Service Manager

FROM: John Hebard, Chief Procurement Officer

A handwritten signature in black ink, appearing to read "John Hebard", written over the printed name.

DATE: February 6, 2019

SUBJECT: Blanket Sole Source Determination – Component Parts for Exact Replacement, Repair or Service of Equipment by Manufacturers Authorized Establishments, Compatibility with Existing Systems

The University of Alaska is charged with the responsibility to preserve and protect its assets and equipment resources. That responsibility includes appropriate repair, maintenance and care of the property to assure high quality production and long equipment life.

Often, only exact replacement parts are deemed acceptable by the user for repairs needed to return equipment to its intended operating efficiency. Also, the user may prescribe that only repairs by manufacturers authorized establishments is acceptable to return equipment to proper operating condition. Reliance on authentic original manufacturer's parts or authorized service dealers for replacement of components and repairs is an acceptable method of assuring high quality performance from repairable equipment. In addition, University investment in complex, high-cost systems may create a need to supplement these systems with products or modules from the same manufacturer. In such cases, sole source procurement may be appropriate, and a brand-name specification is justified.

When the above circumstances exist, the user must specify that the requested items are for exact replacement or that repair by a dealer authorized by the original equipment manufacturer is required to return the equipment to proper operating condition. The user must also state there is no other known source for the items or service, and that no substitute is acceptable.

Upon appropriate specification by the user, on a purchase requisition, as prescribed herein, sole source procurement is authorized. This determination is made pursuant to AS 36.30.300 based on the findings above that under the stated conditions valid justification exists for sole source procurement.