

EXHIBIT

“A”

City of Round Rock Purchasing Justification Form



Date:	10/21/25	Department Name:	General Services/Fleet Services
To:	Purchasing	Requestor Name:	Marshall Reynolds
		Phone Number:	512-218-5571

Instructions: Complete this form for all purchases that will exceed \$3,000 and will be exempted from competition as prescribed in Texas Local Government Code Chapter 252.022. Attach additional information as needed to support the exemption request.

The City declares the competitive bidding procedures in Texas Local Government Code Chapter 252 to be exempt for this procurement. This Justification Form is executed and filed with the Purchasing Division as follows:

1. The undersigned is authorized and certifies that the following exemption is applicable to this purchase. Please check the criteria listed below that applies to this purchase request:

☒ Sole Source (check one)

- ☒ Items that are available from only one source because of patents, copyrights, secret process, or natural monopolies.
- ☐ Films, manuscripts, or books.
- ☐ Gas, water, and other utilities.
- ☐ Captive replacement parts or components for equipment.
- ☐ Books, papers, and other library materials for a public library that are available only from the persons holding the exclusive rights to the materials.

☐ Goods Purchased for Subsequent Retail Sale

- A procurement of goods being purchased for subsequent resale by the City.

☐ Public Calamity

- A procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of a municipality.

☐ Public Health and Safety

- A procurement necessary to preserve or protect the public health or safety of the municipality's residents.

☐ Unforeseen Damage

- A procurement necessary because of unforeseen damage to public machinery, equipment, or other property.

☐ Personal, Professional or Planning Services

- o A procurement of personal, professional, or planning services

☐ Other

- o Cite the applicable Texas Local Government Code Chapter 252 exemption in the justification box below.

2. Justification: Describe in detail below **why** an exemption according to Section 252.022 of the Local Government Code is being submitted for this purchase. (Attach additional pages if needed)

RDO Equipment Co. is the sole source and authorized John Deere Construction dealer for the surrounding Austin area. RDO Equipment Co. is the sole source to our customers in the Austin area for sales, parts, repair and service for their John Deere construction equipment.

3. Attach and submit the following documentation that supports this justification as applicable.

- Vendor's proposal/quote.  Attach Vendor Proposal/Quote
- If sole source a Manufacturer's letter declaring the purchase is sole source and why. The letter should be no older than 6 months old and signed by an authorized representative on company letterhead.



Manufacturers Letter for Sole Source

4. Because the above facts and supporting documentation the City of Round Rock exempts this procurement from LGC Chapter 252 and intends to contract with:

Vendor Name:	RDO Equipment Co
Description:	Construction Equipment and Maintenance Services

5. Check the purchase type and fill in the dollar amount and purchase term as applicable:

☐ This is a one-time purchase request for \$ _____

☒ This is a term contract request for ⁶⁰_____ (# months) in the amount of \$ 600,000

Purchasing Office/
Management Review:



10/22/2025

Purchaser/Purchasing Management (over \$50,000)

Date

Approved by:



Rockford Buoy (Oct 22, 2025 08:23:31 CDT)

10/22/2025

Department Manager, Asst Director, or Director
Rockford Buoy

Date



JOHN DEERE

John Deere Construction & Forestry Company
1515 5th Avenue Moline, IL 61265

Jason Herrmann
Territory Customer Support Manager

October 21, 2025

City of Round Rock
Accounts Payable
221 E Main Street
Round Rock, TX 78664

To whom it may concern:

This letter is to acknowledge that RDO Equipment Co. is the sole source and authorized John Deere Construction dealer for the surrounding Austin area. RDO Equipment Co. is the sole source to our customers in the Austin area for sales, parts, repair and service for their John Deere construction equipment.

Sincerely,

Jason Herrmann



JOHN DEERE

John Deere Construction & Forestry Company
1515 5th Avenue Moline, IL 61265

Jason Herrmann
Territory Customer Support Manager

October 21, 2025

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221 E Main Street
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Sincerely,

Jason Herrmann

Justification Form

Final Audit Report

2025-10-22

Created:	2025-10-22 (Central Daylight Time)
By:	Adam Gagnon (agagnon@roundrocktexas.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAANUIMLn-gpMW_olHquDDGoG6JdJ611hAk

"Justification Form" History

-  Web Form created by Adam Gagnon (agagnon@roundrocktexas.gov)
2025-03-03 - 4:41:22 PM EST
-  Amanda Crowell (acrowell@roundrocktexas.gov) uploaded the following supporting documents:
 -  Attach Vendor Proposal/Quote
 -  Manufacturers Letter for Sole Source2025-10-22 - 8:21:11 AM CDT
-  Web Form filled in by Amanda Crowell (acrowell@roundrocktexas.gov)
2025-10-22 - 8:21:11 AM CDT- IP address: 71.42.191.10
-  Email verification link emailed to Amanda Crowell (acrowell@roundrocktexas.gov)
2025-10-22 - 8:21:13 AM CDT
-  Email viewed by Amanda Crowell (acrowell@roundrocktexas.gov)
2025-10-22 - 8:21:35 AM CDT- IP address: 71.42.191.10
-  Approval verified by Amanda Crowell (acrowell@roundrocktexas.gov)
2025-10-22 - 8:21:37 AM CDT- IP address: 104.47.65.254
-  Document emailed to Rockford Buoy (rbuoy@roundrocktexas.gov) for signature
2025-10-22 - 8:21:38 AM CDT
-  Email viewed by Rockford Buoy (rbuoy@roundrocktexas.gov)
2025-10-22 - 8:23:14 AM CDT- IP address: 104.47.64.254
-  Document e-signed by Rockford Buoy (rbuoy@roundrocktexas.gov)
Signature Date: 2025-10-22 - 8:23:31 AM CDT - Time Source: server- IP address: 71.42.191.10
-  Document sent to Adam Gagnon (agagnon@roundrocktexas.gov), Amanda Crowell (acrowell@roundrocktexas.gov), Brandon Rainer (brainer@roundrocktexas.gov), David Carter (dcarter@roundrocktexas.gov), and 3 more for signature. One of them to sign
2025-10-22 - 8:23:33 AM CDT



 Email viewed by Amanda Crowell (acrowell@roundrocktexas.gov)

2025-10-22 - 8:24:07 AM CDT- IP address: 71.42.191.10

 Email sent to Teresa Reddy (treddy@roundrocktexas.gov) bounced and could not be delivered

2025-10-22 - 8:24:12 AM CDT

 Email viewed by Adam Gagnon (agagnon@roundrocktexas.gov)

2025-10-22 - 8:24:52 AM CDT- IP address: 71.42.191.10

 Document e-signed by Adam Gagnon (agagnon@roundrocktexas.gov)

Signature Date: 2025-10-22 - 8:25:05 AM CDT - Time Source: server- IP address: 71.42.191.10

 Agreement completed.

2025-10-22 - 8:25:05 AM CDT