



City of Round Rock Purchasing Justification Form

EXHIBIT
"A"

Date:	1/30/2024	Department Name:	Information Technology
To:	Purchasing	Requestor Name:	Jennifer Patton
		Phone Number:	512-218-3296

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

- A procurement of personal, professional, or planning services

☐ Other

- 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)

FASTER Asset currently provides Fleet Management Software for the city with FASTER WIN. City will be moving existing services from FASTER Win to FASTER Web through migration of data. FASTER Web is the latest release and includes the ability to deploy as a cloud-based system and integrates easily with other software through API technology.

FASTER Asset Solutions is the owner of the software, maintains, develops, markets and supports the software in a sole capacity as the sole source provider.

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

- Vendor's 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.

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:	Faster Asset Managements
Description:	Fleet Management Cloud 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 \$ 279,612.22

Purchasing Office/
Management Review:



David Carter (Feb 6, 2024 07:36 CST)

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

02/06/2024

Date

Approved by:



Department Manager, Asst Director, or Director

02/06/2024

Date