



## Sole Source Provider Request Form

All sole source procurements exceeding \$250,000.00 must receive prior approval from the DOJ Office of Justice Programs, supporting documentation must be submitted with form (contract and/or invoice).

Project Name: Hendersonville Police Department Block Grant

Project Number: 15117

Implementing Agency: Hendersonville Police Department

Authorizing Agency: Hendersonville Police Department

Project Director: Lieutenant Kenneth Hipps

E-mail Address: khipps@hvlnc.gov

Phone number: (828) 697-3004

Proposed Amount of Invoice/Contract: 24500

This form is submitted as a formal request to use the services of the following contractor as a Sole Source Provider.

Contractor/Vendor Name: Virtra

Reason for request:

- ☐ Service provider is continuing services already engaged from previous year(s)
- ☐ Advertising & research revealed that there no other service providers in the area (Attach details of the effort made in advertising and research)
- ☒ Other (explain below and attach additional documentation)

Virtra Training Simulator was selected due to the multiple real-life training scenarios provided. Compatible equipment platforms that the department currently uses. The ability to easily break down the equipment for storage. Surrounding agency uses this platform and instructors are familiar with operating the system. The overage will be supplemented by city funds and no other federal funds will be utilized.

Submitted by: Lieutenant Kenneth Hipps

Date: \_\_\_\_\_

### GCC official use only

☐ Approved

Reason for denial:

☐ Denied

Date:

Signature: