



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: Gaston County Family Justice Center

Project Number: 13398

Implementing Agency: Hope United Survivor Network

Authorizing Agency: Hope United Survivor Network

Project Director: Tara Joyner

E-mail Address: Tara.Joyner@gastongov.com

Phone number: 704.862.6783

Proposed Amount of Invoice/Contract: \$ 16,888.00

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

Contractor/Vendor Name: Specialty Office Furnishings

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)

An extensive search was completed to identify other retail vendors for used office furniture but none were available to secure quotes. Specialty Office Furnishings can provide readily available used furniture and is the only retail establishment in the geographical area to provide used furniture.

Submitted by: Tara Joyner Date: 03/29/2022

GCC official use only	
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date: <u>04/01/2022</u>	Reason for denial: <u>Jashanya Richardson</u> Signature: