

State of Nevada
Department of Administration

Purchasing Division

515 E. Musser Street, Suite 300
Carson City, NV 89701



Brian Sandoval
Governor

Patrick Cates
Director

Jeffrey Haug
Administrator

Purchasing Use Only:	
Approval#:	160302

SOLICITATION WAIVER JUSTIFICATION AND REQUEST FORM

ALL FIELDS ARE REQUIRED – INCOMPLETE REQUESTS WILL BE RETURNED TO THE AGENCY

Agency Contact Information - Note: Approved copy will be sent to only the contact(s) listed below:			
State Agency:		Nevada Department of Education	
1a	<i>Contact Name and Title</i>	<i>Phone Number</i>	<i>Email Address</i>
	Brian Turner Management Analyst	775-687-5949	bhturner@doe.nv.gov

Vendor Information:	
1b	Identify Vendor: Pacific Research Associates
	Contact Name: David Leitner
	Address: 5201 SW Westgate Dr, Ste. 228
	Telephone Number: 503-297-5300
	Email Address: Davidleitner@aol.com

1c		Type of Waiver Requested – Check the appropriate type:	
Sole or Single Source:			
Professional Service Exemption:		XXX	

Contract Information:			
1d	Is this a new Contract?	Yes XXXXXX	No
	Amendment:	#	
	CETS:	#	

1e						Term:	
One (1) Time Purchase:							
Contract:			Start Date:	Upon Approval	End Date:	March 31, 2020	

1f		Funding:	
State Appropriated:			
Federal Funds:		100%	
Grant Funds:			
Other (Explain):			

1g	Total Estimated Value of this Service Contract, Amendment or Purchase:
	\$22,000.00

2	Provide a description of work/services to be performed or commodity/good to be purchased:
	<i>Vendor will prepare and open a database instance to collect 2015-2016 Early Childhood data.</i>

3	What are the unique features/qualifications required for this service or good that are not available from any other vendor:
	<i>This service requires proprietary knowledge and experience in dealing with the Nevada Early Childhood Providers. As the vendor constructed and has operated the existing system for an extended period of time, the vendor has required, invaluable knowledge of systems operation and a variety of interfaces in the Office which are critical to the system's effective operations. The data collected must be presented to the Department of Education in a format which has become standardized over the course of the last decade, this format is that which the vendor presents and will serve to maintain continuity with historical data.</i>

4	Explain why this service or good cannot be competitively bid and why this purchase is economically only available from a single source:
	<i>Department of Education Early Childhood and Office of Early Learning and Development have been utilizing this system for over 10 years. Use of another vendor will require development of an entirely new system. Development and deployment of such a system would cause a disruption in the Office's collection of yearly data, preventing the Office from meeting federally mandated timeframes, thereby jeopardizing grant funding.</i>

5	Were alternative services or commodities evaluated? Check One.	Yes:	No:	XXXX
	a. <i>If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility.</i>			
	b. <i>If not, why were alternatives not evaluated?</i>			
	<i>Development of a new system is impractical, not cost effective, nor time effective to deliver results within the mandated time frame.</i>			

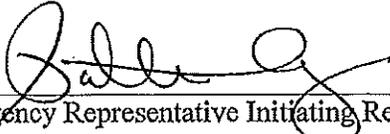
6	Has the agency purchased this service or commodity in the past? Check One. Note: If your previous purchase(s) was made via solicitation waiver(s), a copy or copies of <u>ALL</u> previous waivers must accompany this request.			Yes:	X	No:	
	a. <i>If yes, starting with the most recent contract and working backward, for the entire relationship with this vendor, or any other vendor for this service or commodity, please provide the following information:</i>						
	<i>Term Start and End Dates</i>		<i>Value</i>	<i>Short Description</i>	<i>Type of Procurement (RFP, RFQ, Waiver)</i>		
	8/12/2014	12/31/2015	\$91,500	<i>Database Management Services and program evaluation services have previously been contracted with this vendor. Previously this vendor was selected and paid for by respective districts.</i>			<i>Waiver 140604</i>

7	What are the potential consequences to the State if the waiver request is denied and the service or good is competitively bid?	
	<i>Data collected by Early Childhood Education providers for the 2015-2016 school year will not be entered into the Department's data repository and not be available for later longitudinal analysis. Early Childhood Education providers will lose confidence in the process, potentially reducing compliance and performance in later periods. Lack of compliance with Nevada Ready! Pre-K Development grant mandated timeframes may potentially jeopardize future funding under the grant.</i>	

8	What efforts were made or conducted to substantiate there is no competition for the service or good and to ensure the price for this purchase is fair and reasonable?	
	<i>Other alternatives were researched. All would require new development at substantial cost and potentially fail to deliver the performance proven over previous periods. This is the only vendor who offers the opportunity to collect 2015-2016 data without substantial new development and risk.</i>	

9	Will this purchase obligate the State to this vendor for future purchases? Check One.			Yes:	XXX	No:	
	a. <i>If yes, please provide details regarding future obligations or needs.</i>						
	<i>The data collection and reporting system provided by the vendor, along with the office's operational relationship with the vendor, have proven efficient and effective. As new sites are added to the Early Education system through the Nevada Ready! Pre-K Development Grant, provisions have been made to incorporate these new sites into the existing ECE database. This incorporation serves in part to fulfill the State's obligation under the grant to align Pre-K reporting with the State's Longitudinal Data System (SLDS). Further future modifications to the vendor's system will function to serve further technical connectivity and enhanced collection obligations. It is the Office's intention to continue utilizing this system until a more integrated technical solution and related funding can be found to further integration with the SLDS. In addition to continuing their longstanding role as the Office's data collection resource, the vendor will serve to satisfy grant requirements requiring alignment of new data with the State's existing and planned systems. Failure to establish such alignment within mandated timeframes may jeopardize future grant funding. The Department will generate an RFP before the contract terminates, and prepare and amendment to detail additional duties and funding later.</i>						

By signing below, I know and understand the contents of this Solicitation Waiver Request and Justification and attest that all statements are true and correct.



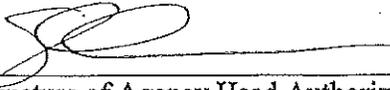
Agency Representative Initiating Request

Patti Oya

Print Name of Agency Representative Initiating Request

March 1, 2016

Date



Signature of Agency Head Authorizing Request

Steve Canaver

Print Name of Agency Head Authorizing Request

3.2.16

Date

PLEASE NOTE: In an effort to avoid possible conflict with any equipment, system or process already installed or in place by the State of Nevada or to assist in our due diligence, State Purchasing may solicit a review of your request from another agency or entity. The signature below indicates another agency or entity has reviewed the information you provided. **This signature does not exempt your agency from any other processes that may be required.**

Name of agency or entity who provided information or review:

Representative Providing Review

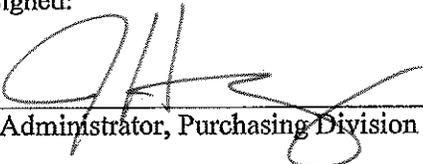
Print Name of Representative Providing Review

Date

Please consider this memo as my approval of your request. This exemption is granted pursuant to NAC 333.150(2)(a)(b)(c), NRS 333.400. This exemption may be rescinded in the event reliable information becomes available upon which the Purchasing Administrator determines that the service or good sought may in fact be contracted for in a more effective manner. Pursuant to NRS 284.173(6), contracts for services do not become effective without the prior approval of the State Board of Examiners (BOE).

If you have any questions or concerns please contact the Purchasing Division at 775-684-0170.

Signed:



Administrator, Purchasing Division or Designee

3-16-2016

Date