

**Spokane Regional Broadband Development Authority
BROADLINC
RESOLUTION NO. 2023-09**

[Adoption of a Sole Source Declaration Form]

WHEREAS, the Spokane Regional Broadband Development Authority BROADLINC (the "PDA") was created by the Spokane County Commissioners on December 13, 2022, by Resolution 2022-0825; and

WHEREAS, the PDA has a need, as a quasi-governmental entity, to adopt a sole source declaration form for policy to inform its expenditure of public funds; and

WHEREAS the PDA will update its Sole Source Policy from time to time; and

WHEREAS the PDA finds it desirable for the efficient and effective governance of the Corporation's affairs to adopt a Sole Source Policy, a copy of which is attached hereto as "**Exhibit A.**"

WHEREAS, pursuant to the corporate bylaws, the affirmative vote of a simple majority of board members is required to adopt board policies;

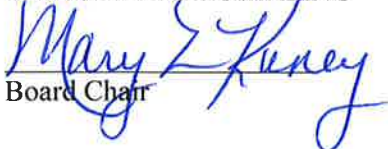
BE IT RESOLVED, that pursuant to the authority provided in the Corporation's bylaws, the Board of Directors hereby adopts the Sole Source Policy found in "**Exhibit A.**"

BE IT FURTHER RESOLVED that the officers of the Corporation are hereby authorized and directed to take all action necessary and proper to effectuate the foregoing.

BE IT FURTHER RESOLVED, any actions of the Board of Directors or staff of the PDA prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

ADOPTED by an affirmative majority vote of the Board of the Spokane Regional Broadband Development Authority BROADLINC on this 5th day of July 2023.

SPOKANE REGIONAL BROADBAND DEVELOPMENT AUTHORITY BROADLINC


Board Chair

RESOLUTION 2023-09

CERTIFICATE

I, the undersigned, Vice Chair of the Spokane Regional Broadband Development Authority BROADLINC Board of Directors, a municipal corporation organized under the laws of the State of Washington, do hereby certify that the foregoing resolution was duly approved and adopted by the Board of Directors of the CORPORATION AT A meeting of the Board of Directors duly called and held on the 5th day of July 2023, at which meeting a quorum was present; and that said resolution, as set out above, will appear in the minutes of said meeting in the corporation's minute book.

DATED this 19th day of July, 2023.



Vice Chair

SOLE SOURCE DECLARATION FORM

The following Two conditions must both apply to your request for a Sole Source:

1. This purchase is available from only one source, and there are no alternates, and
2. This purchase has product differentiation that makes it unique in some respect from all other products. The uniqueness or unique feature must be of demonstrably real importance and benefit in the way the end item is to be used. (please contact the purchasing department with any questions).

Estimated Total Cost (including tax etc.) _____

Estimated Start Date: _____

Estimated End Date: _____

The requesting agency must provide a response to the five questions below:

- I. Explain why the requested good, service provider, supplier or manufacturer is the only product or service that can satisfy the requirements of the requesting department and explain why there are no alternates or why alternates are unacceptable. Be specific concerning specifications, features, characteristics, requirements, capabilities, compatibility, and performance.
- II. Explain why the requested good, services provider, supplier or manufacture is the only practicable available source from which to obtain this product or service and describe the efforts that were made to verify and confirm whether, or not, this is so.
Source Obtain and include a letter from the manufacturer confirming, claims made by distributors of exclusive distributorship for the product or service, if, that is cited as a reason for this Sole Source.

Explain the consequence(s) to the public, including an estimate of the impact (financial or otherwise), if this Sole Source is not declared.

- III. Explain why the price for this product or service is considered to be reasonable
- IV. Explain the efforts that were made to conduct a noncompetitive negotiation to get the best possible price for the taxpayer's dollars.

I hereby request that a sole source, as defined by RCW, be declared for procurement of the statement of work, material, equipment, supply or service. I hereby certify under penalty of perjury under the laws of the State of Washington that I have performed a diligent search to determine other sources for this necessary purchase and assert a good faith determination that there are no other source for this needed for this procurement request; the statements contained herein are truthful and accurate to the best of my knowledge and ability.

Signed

Date

Name/Title