



State of Oklahoma
Office of Management and Enterprise Services
Central Purchasing Division

**Sole Source or Sole Brand
Acquisition Certification**
74 O.S. § 85.45

Signature on file

Acquisition Type (check one): Sole Source ^{Type 1} Sole Brand

State Agency: Department of Corrections

Supplier Name: _____

Supplier Address: _____

Supplier Telephone: _____

Supplier E-mail: _____

I hereby affirm that pursuant to the provisions of the attached requisition or contract that (name of supplier) C. _____ is the only person or business entity singularly qualified to provide the acquisition, and if a product is the only brand or product which is unique, for the following reasons:

Due to safety concerns, the Oklahoma Correctional Industries converted from a chemical based adhesive to a water base non-explosive adhesive after trying and experimenting with many types and brands. 3M Fastbond Foam Adhesive 100 did a superior job and met our needs, far surpassing all others.

The following is a brief description of all efforts which were made to verify that the services or products to be purchased pursuant to the provisions of the attached requisition or contract qualify as a sole source or sole brand acquisition:

We experimented with other brands and other types of adhesives, including other types from the same brand. This adhesive is a one step process and requires no external equipment, as some other 2-part mixtures require. 3M Fastbond Foam Adhesive 100 had the best adhering power of foam and fabric, including vinyl.

I understand that the signing of this certification knowing such information to be false may subject me to punishment for perjury.

Signature on file

Chief Administrative Officer Signature

EDWARD L. EVANS

Chief Administrative Officer Name (PRINT)

1-6-14
Date

Additional Signatures for Requisitioning Agency, if necessary:

Signature on file

[Business Services Coordinator 2/3/2014
Signature & Date

[Type Title] Signature & Date



Purchase Order

Dispatch via Print

Department of Corrections
DEPARTMENT OF CORRECTIONS
3400 MARTIN LUTHER KING AVE
OKLAHOMA CITY OK 731360400

Purchase Order 1319057529	Date 02/03/2014	Revision	Page 1
Payment Terms 0 Days	Freight Terms Free on board at Destination	Ship Via Common	
Buyer Randy Pogue	Phone 405/425-2638	Currency USD	

Vendor: 0000073248
G T INDUSTRIES OF OKLAHOMA INC
9525 E 55TH ST
TULSA OK 74145-8197

Ship To: DEPARTMENT OF CORRECTIONS
OCI (MACC)
1151 N HWY 69
STRINGTOWN OK 74569

Bill To: DEPARTMENT OF CORRECTIONS
OCI - MANUFACTURING
3402 N. MARTIN LUTHER KING AVE
OKLAHOMA CITY OK 73111

Tax Exempt? Y **Tax Exempt ID:** 736017987

Line-Sch	Cat CD / Item Id	Description	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	31201601 / 1000013286	ADHESIVE:3M, Fastbond 100NF	60.0000	PA	226.4000	13,584.00	02/03/2014

3M FASTBOND ADHESIVE 100NF, LAVENDER, 5 GAL PAILS

5 GALS@45.28 = \$226.40/PAIL

Total PO Amount

13,584.00

COMMENTS:

ONE TIME PURCHASE

JUSTIFICATION:

1. DEFINITION OF THE REQUIREMENT: WHAT ARE WE BUYING? FOAM ADHESIVE
2. ANALYSIS OF EXISTING AGENCY RESOURCES: IS THIS REQUIREMENT AVAILABLE ELSEWHERE IN THE AGENCY? NO
3. OBJECTIVE OF THE ACQUISITION: WHY DO WE NEED TO BUY THIS? PRODUCTION OF CHAIRS FOR RESALE
4. EVALUATION OF THE PROCUREMENT METHOD: WHAT PROCUREMENT METHOD WILL BE USED TO ACQUIRE THIS? OPEN MARKET BID
5. DEVELOPMENT OF SPECIFICATIONS: IF BIDDING, ARE SPECS NON-RESTRICTIVE TO MAXIMIZE REASONABLE COMPETITION? YES
6. PERTINENT INFORMATION: LIST ANY OTHER INFORMATION NEEDED TO SUPPORT THE ACQUISITION. N/A
7. LABOR: DESCRIBE ANY LABOR THAT WILL BE INVOLVED WITH THE ACQUISITION INCLUDING WHO WILL BE DOING THE LABOR (I.E. INSTALLATION, START UP, INSPECTION) N/A
8. TOTAL PROJECT: IF THIS ACQUISITION IS PART OF A PROJECT, WHAT IS THE ESTIMATED TOTAL PROJECT AMOUNT? HOW MUCH HAS BEEN SPENT TO DATE AND THRU WHAT PROCUREMENT METHOD THE MONEY WAS SPENT (I.E. STATEWIDE CONTRACT - PURCHASE ORDER RELEASE OR SUPER P-CARD TRANSACTION; INTER/INTRA-AGENCY; OPEN MARKET BIDS; LOCAL PURCHASE ORDERS) N/A

NOTICE TO VENDORS:

Security. Contractors employees, agents, and representatives shall comply with all security and identification procedures at DOC facilities. DOC is responsible for alerting Contractor to these requirements prior to the commencement of work.

Security requirements may include, but are not limited to:

Identification: All employees, agents, and representatives of the Contractor, while working on State property, shall carry or display acceptable identification.

Vehicle Security: Drivers must turn off vehicle motors and lock cab doors whenever their truck is unattended. Trucks shall be searched prior to entry and exit, causing up to a 30 minute delay each way.

Offender Contact: Contractors employees, agents, and representatives shall minimize interaction with offenders or patients, and shall report any verbal contact to DOC facility security staff before leaving the site.

Authorized Signature

Signature on file



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Subject to Search: All persons, vehicles, packages and equipment entering a DOC facility are subject to search. Persons are typically pat searched and required to clear metal detection devices. Packages, briefcases, purses, etc., searched with x-ray equipment. Drug K-9 may also be used to search persons, vehicles, packages, and equipment.

Contraband: Contractors employees, agents, and representatives shall not have any weapons (including jack knives or box cutters), cell phones, pagers, drugs, tobacco products or any item deemed by facility to be potential contraband. Correctional officers can hold these items for delivery drivers at the delivery sally-port and return them as the driver exits the grounds. Any illegal items shall not be returned and shall be reported to local law enforcement.

Security Clearance: Contractors employees, agents, and representatives who enter secure facilities shall have prior approval to enter from facility security staff, generally involving a background check to ensure that they are not convicted felons. The Contractor shall submit background check requests a minimum of two weeks prior to arriving at the facility. At the facilities discretion, Contractor shall comply with any requests to reassign a Contractor employee, agent, or representative, whether or not the individual has passed the background check if it is determined by facility that there is a security concern.

Tobacco Use Prohibited. The use of tobacco products is prohibited throughout all indoor and outdoor areas of property owned, leased, loaned or under the control of DOC, including parking lots owned or under the control of DOC.

AGENCY CONTACT: DANNY DELAY 580-346-7814
BILLING CONTACT: JOHN LOOMIS 405-425-7533

THIS IS AN ACQUISITION BY THE OKLAHOMA CORRECTIONAL INDUSTRIES AND THE AGRI-SERVICES PROGRAMS OF THE DEPARTMENT OF CORRECTIONS OF RAW MATERIALS, COMPONENT PARTS AND OTHER PRODUCTS, ANY EQUIPMENT EXCLUDING VEHICLES, AND ANY SERVICES EXCLUDING COMPUTER CONSULTANT SERVICES USED TO PRODUCE GOODS OR SERVICES FOR RESALE AND FOR THE PRODUCTION OF AGRICULTURAL PRODUCTS WHICH HAVE BEEN EXEMPTED FROM CENTRAL PURCHASING BY 74 O.S. 85.12.32.

Authorized Signature

Signature on file