|  |  |  |  |
| --- | --- | --- | --- |
|  |  NORTHWEST MISSOURI STATE UNIVERSITYCAPITAL PROGRAMS**SOLE SOURCE****SPECIFICATION JUSTIFICATION** |  | PROJECT NUMBER |
|  |  | DATE |
| **1. GENERAL INFORMATION** |
| PROJECT TITLE      | A/E FIRM NAME      |
| PROJECT LOCATION      | A/E REPRESENTATIVE/REQUESTER      |
| In accordance with State of Missouri statutes, the director, in their sole discretion, may with full documentation approve a recommendation from a project designer that a material, product or system within a specification for construction, renovation or repair work be designated by brand, trade name or individual mark, when it is determined to be in the best interest of the state. The specification may include a pre-established price for purchase of the material, product or system where required by the director. |
| **2. RECOMMENDED SOLE SOURCE ITEM** |
|       |
| **3. DESCRIPTION OF ITEM** |
|       |
| **4. ITEM MANUFACTURER** |
|       |
| **5. JUSTIFICATION FOR DESIGNATION OF SOLE SOURCE ITEM** |
|       |
| **6. WHY IS USE OF THIS ITEM INSTEAD OF A FUNCTIONAL EQUIVALENT IN THE BEST INTEREST OF NORTHWEST?** |
|       |
| **AUTHORIZING NAME** | **SIGNATURES** |
| [ ]  | RECOMMEND APPROVAL | [ ]  | RECOMMEND REJECTION |
| PRINT PROJECT MANAGER      | SIGNATURE | DATE      |
| [ ]  | RECOMMEND APPROVAL | [ ]  | REJECT |
| PRINT DIRECTOR OF CAPITAL PROGRAMS      | SIGNATURE | DATE      |
| [ ]  | APPROVE | [ ]  | REJECT |
| PRINT DIRECTOR OF PURCHASING      | SIGNATURE | DATE      |

*Rev* 06/19/2020 FILE: Design