



DATE: 9/13/23

TO: Williamson County Commissioner's Court

RE: Sole Source recommendation for Hamilton Medical, Inc.  
HAMILTON – T1 Model Transport Ventilator and Consumables

Greetings County Judge and Commissioners,

Recently our Emergency Medical Services (EMS) Department made a request for a contract with Hamilton Medical, Inc. for the purchase of the HAMILTON – T1 Model Ventilator and Consumables that is designed specifically for transport environments. The request was made as a Sole Source request. The quote amount for thirty (32) generators totals \$619,242.32. **These actions require qualification as a sole source purchase of the HAMILTON T1 product.** This product is supplied only by Hamilton Medical, Inc. who is the owner, and the only distributor of these goods.

After reviewing all documentation submitted and running our announcement process on our solicitation portal I recommend qualifying this request as a sole source purchase and exempting these goods from competitive bidding requirements per Texas Local Government Code sections 262.003 (a) and 262.024 (a) (7).

The process has included the following:

- Public posting of Intent to Award Sole Source in Bonfire for 14 days, August 29<sup>th</sup> through September 12<sup>th</sup>, 2023;
  - 2,542 vendors were notified directly of the opportunity;
  - The posting received one (1) document takers, but zero (0) responses were received from competitors;
- A signed Sole Source Justification Request from Mike Knipstein, EMS Director;
- A signed letter of justification from the supplier, establishing why their product/service is only available from their company;
- A notarized Sole Source Affidavit completed by the supplier;
- A price quote of requested items/services and amendment.

**The term of this Sole Source exemption will be effective for 36 months from the date of approval.**

If you have any questions or concerns, please contact me directly.

Sincerely,

A handwritten signature in black ink, appearing to be 'JS' or 'Joy Simonton', written in a cursive style.

Joy Simonton  
Purchasing Agent  
Williamson County Purchasing Department