



City of Santa Fe, New Mexico



SOLE SOURCE REQUEST AND DETERMINATION FORM

This sole source request form **must** be submitted to the City of Santa, Purchasing Division for authorization, determination and processing by the Chief Procurement Officer (CPO).

Please ensure to complete this form in its entirety - () must be completed.*

*Date: 9/27/22

*Prepared By: Pauline Kanako Kamiyama

*Title: Director

*Vendor Name: RefractAR

*Address: 202 Anita Place

*City: Santa Fe

*State: NM

*Zip Code: 87505

***Description of Goods/Service to be procured:**

*Estimated Cost: \$49,000

Term of Contract: One (1) to Four (4) year from award 12 months

***Sole Source Request Justification Questions 1-3.**

- 1. Explain the purpose/need of purchase. Ensure to include a thorough scope of work for the services, construction or items of tangible personal property (if this is an amendment request to an existing contract, attach current contract).**

This is a continuation of a project that was funded through FY22 supplemental funding for the development of an Augmented Reality project to enhance the GIS Storymap created by the City historian. The continuation would allow for completion of the augmented reality experience buildouts and implementation with new, additional work that needs to be developed for full completion of the project.

By using AR experiences at historically significant sites within the Downtown Area, the Arts and Culture Department is able to expand the engagement of the Storymaps as a teaching tool for youth and as a virtual tour for cultural tourism through this walking tour.

Augmented Reality Storymap

- 1) Build up to five historical storytelling augmented reality experiences
- 2) Each experience will range from one to five minutes using custom landmarker tracking
- 3) Collaborate with the City Historian and up to five artist in creation of content
- 4) Assist Arts and Culture Department in promotion and train on usage
- 5) Maintain and provide technical services to ensure ongoing maintenance and use of augmented reality usage



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2. **Provide a detailed explanation of the criteria developed and specified by the department as necessary to perform and/or fulfill the contract.**

XX

The contractor has affirmed sole source for the services, construction or items of tangible personal property (*Attach memo from vendor*). Provide documentation of due diligence for other possible vendors/contractors to provide the requested services/goods proved unsuccessful; or

XX

Other: explanation of the reasons, qualifications, proprietary rights or unique capabilities (*unique and how this uniqueness is substantially related to the intended purpose of the contract*) of the prospective contractor that makes the prospective contractor *the one source* capable of providing the required professional service, service, construction or item(s) of tangible personal property. (Please do not state the source is the “best” source or the “least costly” source. Those factors do not justify a “sole source.”) *Unique and how this uniqueness is substantially related to the intended purpose of the contract.*

Augmented Reality is a unique and specialized technological services that differs from virtual reality. RefractAR has developed a working relation with the City Historian and translated enhanced experiences through AR that “augments” the historical site with additional historical and contemporary perspectives and a more diverse series of voices not usually heard in history. AR adds digital elements to a live view by use of a phone camera. Virtual reality differs in that it creates an immersive experience that replaces real-life environment with a simulated one that often requires expensive and clunky head gear/glasses. RefractAR has developed the project “Ojos Diferente” AR cultural history tour and is proprietary. To open a search for the continuation of the project would require starting over from scratch with procurement and with the development of the AR experiences and foregoing the work that RefractAR has developed thus far.

3. **Explain why other similar professional services, services, construction or item(s) of tangible personal property *cannot* meet the intended purpose of the contract.**

The Arts and Culture Department issued a call for quotes and RefractAR was the only firm to respond with a submittal. The other companies, including Horizons, either declined or were non-responsive. Augmented Reality development is a specialized services/product and there were not other firms that responded.




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***Approvals:**

Based on the above facts, the City of Santa Fe Purchasing Officer has made the determination that the justification for a Sole Source procurement is in accordance with the State Procurement Code, Section 13-1-126 Sole source procurement., NMSA 1978 and shall be posted for a 30-day period prior to award.


10.14.22

 Joann Lovato, CPO Date
 Purchasing Officer for the
 City of Santa Fe

Pursuant to the State Procurement Code, Section 13-1-126 Sole source procurement., NMSA 1978, the 30-day posting period of the Notice of Intent to Award this Sole Source request was met and no obligation to the award to the above referenced contractor were received. *This Sole Source determination will be valid for a period of one (1) year from the date of the award.*

 Joann Lovato, CPO Date
 Purchasing Officer for the
 City of Santa Fe

***Required Attachments:**

- *Letter from Contractor acknowledging they are the only source (on their business letterhead and signed by the head of business or financial operations),*
- *Quote from sole source Contractor*
- *Agenda Item to be presented to City Council if over \$60,000 for Professional Services and \$60,000 for Goods and Non-Professional Services*