

From: Coles, Jaret
To: Giles, Misty Ann
Subject: Pres. Ellsworth Contract -- DOA contact?
Date: Friday, December 27, 2024 4:20:00 PM
Attachments: Bill Implementation Analysis Contract A .pdf
Bill Implementation Analysis Contract B .pdf
Sole-Source-Justification_Pres. Ellsworth.12.27.2024.docx
image001.png
image002.png
image003.png

Hi Director:

A few hours ago, President Ellsworth directed me to work on sole source procurement for his needs as Chairman of the Senate Select Committee on Judicial Oversight and Reform. I reached out to Don earlier, but it looks like he is on vacation.

I am not sure who I should communicate with in DOA, but the funding for the Committee expires 12-31-24. Long story short, the President attempted to enter into 2 contracts without our support the day after Christmas. They are missing multiple elements that make them problematic. We advised that LSD cannot pay on the contracts and that he use procurement procedures, including looking at sole source justification.

I am not sure what DOA desires since we are limited to \$100K on our delegation agreement. The invalid contracts that the President worked on are attached for reference. The President indicated the proposed vendor would be willing to accept monthly payments in equal amounts for the duration of the contract.

I filed out a sole source form for the President's review based on my phone call with him about an hour ago. It is attached in DRAFT form since he still needs to review it.

I was unsure if DOA was going to work on the contract language, or if you wanted me to do it. Sorry, this is a lot for a Friday at 4:00 p.m.

I hope you had a Merry Christmas.

Jaret



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