



# City of San Antonio Certificate of Exemption

Finance

Please fill this form out online, attach any required support documents, and forward your request to next approval authority.

FY230222

## Certificate of Exemption

Originating Department: Health Department

Request Date: 01/31/2023

## Exemption Requested/Taken

The City is authorized under limited conditions to make procurements outside of the competitive solicitation process. Chapter 252 of the Local Government Code provides guidance regarding sixteen general exemptions from the competitive solicitation. Departments must submit vendor(s) quotations for any selection below. Please select one exemption:

- |                                                                                                                                                                                                                                                            |                                                                                                                                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> A procurement made because of a public calamity that requires funds to relieve the needs of the residents or to preserve city property (Note: Department must notify the Purchasing Division immediately regarding such an event) | <input type="checkbox"/> Paving, drainage, street widening and other public improvements or related matter where at least one-third of the costs are paid by special assessments  |
| <input type="checkbox"/> A procurement to preserve or protect the public health or safety of the city's residents (Note: Department must notify the Purchasing Division immediately regarding such an event)                                               | <input type="checkbox"/> A public improvement project which has been authorized but for which there is deficiency of funds to complete in accordance with the plans as authorized |
| <input type="checkbox"/> A procurement necessary because of unforeseen damage to machinery, equipment or other property (Note: Department must notify the Purchasing Division immediately regarding such an event)                                         | <input type="checkbox"/> A payment under a contract by which a developer participates in the construction of a public improvement as provided by Subchap. C, Ch 212.              |
| <input type="checkbox"/> A procurement for personal, professional or planning services                                                                                                                                                                     | <input type="checkbox"/> Personal property sold                                                                                                                                   |
| <input type="checkbox"/> A procurement for work that is performed and paid for by the day as the work progresses                                                                                                                                           | <input type="checkbox"/> Services performed by blind or severely disabled persons                                                                                                 |
| <input type="checkbox"/> A purchase of land or right-of-way                                                                                                                                                                                                | <input type="checkbox"/> Goods purchased by a municipality for subsequent retail sale by the municipality                                                                         |
| <input checked="" type="checkbox"/> A procurement of items available from only one source                                                                                                                                                                  | <input type="checkbox"/> Electricity                                                                                                                                              |
| <input type="checkbox"/> A purchase of rare books, papers and other materials for a public library                                                                                                                                                         | <input type="checkbox"/> Advertising, other than legal notices                                                                                                                    |

**\*Is this an "Emergency" purchase request that exceeds \$50,000 in value and would require City Council ratification?**       Yes     No

**\*Sourcing Accounting Details**     Insert Shopping Cart (SC) or Purchase Requisition (PR) #       Insert Annual Contract #

**Enter:** Shopping Cart (SC) # / Purchase Requisition (PR) #: 2000799043  
(enter "NA" if unavailable)

OR

Explanation (justification) why Shopping Cart # or Purchase Requisition # is unavailable




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## Sole Source Justification Notice

You have indicated that this Certificate of Exemption is being requested for a purchase that is categorized as a "Sole Source" procurement. Justification for such a purchase **MUST be provided in the following section of the form, where the justification for sole source purchase can be documented and submitted as part of this Certificate of Exemption request.** Provide any vendor-provided documents used in justifying the sole source aspects of this purchase, attaching any correspondence(s) related to establishing that justification.

Click on the paperclip icon  located in the left margin of this form to make any required attachment.

## Sole Source Justification Details

\*Name of Item: EZ2 Connect

\*Manufacturer: Qiagen LLC \*Model Number: 9003233

\*Source Count:  Available from only one source  Available from more than one source

\*Name of Source: Qiagen LLC

\*Brief description of where or how the item(s) will be used:

Used by the LRN Laboratory at Brooks City-Base Bldg. 125 to test COVID-19 specimens for viral ribonucleic acid (RNA) and other high consequence pathogens such as novel influenza and Ebola virus.

\*Describe the performance functions proprietary to the item(s) requested and why they are necessary to accomplish the project:

The Qiagen EZ2 Connect automated nucleic acid extraction instrument provides scalable automated extraction for up to 24 samples, in parallel, using sealed prefilled cartridges. The EZ2 Connect platform can process a wide variety of sample matrices and enhances reproducibility and throughput by reducing manual pipetting steps and replacing them with the EZ2 Connect prefilled-reagent-cartridge system.

\*Will the item be used in conjunction with existing equipment?  Yes  No

\*Will it be used as a component to be interfaced with existing equipment?  Yes  No

\*Will this be used as an accessory or option?  Yes  No

\*Will training be required?  Yes  No

\*Name other sources/brands whose products have been evaluated and why they do not meet requirements:

Currently, the laboratory utilizes one Qiagen EZ1 Advanced XL instrument to perform COVID-19 sample extractions; however, the laboratory would like to acquire additional automated nucleic acid extraction instrumentation to increase sample processing capacity. The manufacture of the Qiagen EZ1 Advanced XL has been discontinued and the EZ2 Connect has been designated as the replacement platform; the EZ2 Connect offers backwards capability with the EZ1 Advanced XL reagents and consumables.

**\*Required attachment(s): Vendor Quotation and Sole Source Vendor Justification Letter explaining why requested item(s) are only suitable from one source.**

\*Has all of the required justification documentation been attached to this request?  Yes  No

## Execution/Filing Details

***This Certificate of Exemption is executed and filed with the Finance Department as follows:***

1. The undersigned is authorized to approve an exemption;
2. An exemption according to Section 252.022 of the Local Government Code exists.



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More specifically, the following event has occurred:

The San Antonio Metropolitan Health District (SAMHD) Laboratory Response Network (LRN) Laboratory is part of a national network of specially trained public health laboratories whose functions provide testing capabilities to respond to high consequence public health emergencies. The Centers for Disease Control and Prevention (CDC), through the Texas Department of State Health Services (DSHS), has provided specific funding to improve infrastructure and testing capacity in response to the COVID-19 pandemic. The Qiagen EZ2 Connect has been designated as the replacement for the EZ1 Advanced XL which is an FDA Emergency Use Authorization (EUA) approved platform for the extraction of nucleic acids for the CDC Influenza SARS-CoV-2 Multiplex Assay and other LRN high consequence pathogen testing.

3. Because the exemption stated above exists, the City of San Antonio intends to contract with

Qiagen LLC which will cost approximately \$ 82,321

## Approvals

**Instructions:** Enter your Network credentials and "click" the **Sign** button for Authentication eSignature:

UserID: \_\_\_\_\_ Password: \_\_\_\_\_

<u>Brandon Guin (SAMHD)</u> Originator	<u>01/31/2023</u> Date
<u>Anita Kurian (SAMHD)</u> Department Director Approval	<u>01/31/2023</u> Date
<u>-----</u> Executive Leadership Team Approval <i>(approval required only for ratification by City Council)</i>	<u>-----</u> Date
<u>Jennifer Johnson</u> Procurement Administrator Approval	<u>4.14.2023</u> Date

To send this approval document to the next approver, press **Send Forward**.  
To retain a copy of this request, perform a **Save As** to save it as an electronic form.