

## SOLE SOURCE DETERMINATION

The Purchasing Division has been requested to approve a sole source purchase for the commodity or service described below. Pursuant to West Virginia Code 5A-3-10c, the Purchasing Division is attempting to determine whether the commodity or service is a sole source procurement. If you believe your company meets the required experience and qualification criteria stated below, please e-mail the Purchasing Division Buyer at [Roberta.A.Wagner@wv.gov](mailto:Roberta.A.Wagner@wv.gov) with a copy to [Karen.Q.Byrd@wv.gov](mailto:Karen.Q.Byrd@wv.gov) to express your interest in the project. Please forward any and all information that will support your company's compliance with required qualification and eligibility criteria along with any other pertinent information relative to this project to the Purchasing Division no later than June 30, 2008.

Requisition Number: EHP90035 Department/Agency: WVDHHR/BPH/OEHP/HP

Detailed Description of Project: Health Promotion wants to provide \$40,000 to provide WV Public Schools with grant funds to purchase Milk Vending Machines, so students will have the opportunity to choose a healthy drink over sodas.

Proposed Sole Source Vendor: American Dairy Association Mideast;  
5950 Sharon Woods Blvd;  
Columbus, OH 43229

### Specific Eligibility Criteria:

1. Minimum of two (2) years experience distributing funds to WV Public Schools.

### Specific Qualification Criteria:

1. Knowledge and ability to collect and evaluate WV Public School's applications for the milk vending machines.
2. Provide schools with a list of local milk vending machine distributors.
3. Provide Health Promotion a quarterly report of awards issued to WV Public School's (reports are required to show the name of school, Dollar amount of award, and issue date).