

## 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 [frank.m.whittaker@wv.gov](mailto:frank.m.whittaker@wv.gov) with a copy to [w.michael.sheets@wv.gov](mailto:w.michael.sheets@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 1:30 PM on 10/13/2011.

**Requisition Number:**  
DNR212050

**Department/Agency:** BOC/WV Division of  
Natural Resources

### **Detailed Description of Project:**

West Virginia Division of Natural Resources (WVDNR), Wildlife Resources Section's Hunters Helping the Hungry (HHH) Program was started in 1992 as a way for hunters to donate their legally harvested deer to the less fortunate of the State. Since 1992, hunters have donated more than 20,184 harvested deer to create more than 1,032,000 meals. Once the deer is donated, the certified processors dress, grind, package and freeze to await pick-up by the vendor. The vendor will temporarily store frozen venison and later transport the venison to a statewide distribution network of soup kitchens, food pantries, shelters, senior centers, missions, churches, and community centers. This distribution is carried on through the fall and winter months of the year.

**Proposed Sole Source Vendor:** Mountaineer Food Bank

**Specific Eligibility Criteria:** In order to facilitate the HHH Program, the vendor must have the following qualifications and capacities:

- Have a current network, or capable of developing a network by October 16, 2011, of a minimum of 500 non-profit feeding programs
- Verify all non-profit feeding programs are certified in safe food handling
- Must provide evidence you are a member in good standing with Feeding America before award
- Have freezer space of no less than 39,000 cubic feet in one location
- Must provide for sufficient quantity of refrigerated vehicles for timely statewide venison pick-up and delivery

- Able to reimburse processors \$1.45/pound

**Specific Qualification Criteria:** Certified to handle venison by the West Virginia Department of Agriculture and West Virginia Health Department.