

Buyer Assignment  
Procedure Document

5/10/12 8:01 AM  
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Date Entered: 5/07/2012 \*\*\* For Biennium Starting: 2011 \*\*\* \*\*\*Confirming\*\*\*

PR #: **T739001**

Budget Title	Budget #	Dept. Contact	Phone	Box #	Principal Investigator	Grant Contract #
MAINTENANCE	08-8436	MARK FOGLE	206-598-1604	356010		

Dept: GENERAL SERVICES	Del No Later Than 00/00/00	Tech Contact	Phone
Deliver To:			
UWMC OPER & MAINT NW-038/BOX 356010	No Earlier Than 00/00/00	Service Begin 00/00/00	Service End 00/00/00
1959 NE PACIFIC ST			
SEATTLE WA 98195-6010			
Box: 356010	Attachment Assigned To MARION BENNER		Original Requisition Amt \$5,171.41
ATTN: VERN DUGGAN			

Vendor: CURBELL MEDICAL PRODUCTS INC 0 - 0  
20CENTRE DRIVE  
ORCHARD PARK NY 14127  
ATTN:

*800-235-7500*

Sole Source Justification:

Small Dollar Justification: OVER PRO CARD LIMIT CURBELL MANUFACTURE OF NURSE CALL NEED TO MATCH EXISTING

Add Attachment

General Comments:

Funding Source:

ITEM DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	ITEM PRICE OB-SB-SS
1 NURSE CALL CURBELL 4C235U-Z104038 TO MATCH EXISTING	45.00	EA	\$104.95	\$5,171.41 03 64 00

T739001

*Tlatacki@curbellmedical.com*  
*Vendor Registration*

*1611144*

# EPLS

Excluded Parties List System

**Search Results Excluded By  
Firm, Entity, or Vessel : Curbell Medical  
as of 14-May-2012 5:16 PM EDT**

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**Your search returned no results.**



**Office of Inspector General**  
U.S. Department of Health & Human Services

**Search Results**

**No results were found for Curbell;**

Search conducted 5/14/2012 5:17:03 PM EST on OIG  
LEIE Exclusions database.  
Source data updated on 5/9/2012 10:03:15 AM EST

CONTRACT/SOLICITATION/REQUISITION #

739001

☐ Modify / Amend

**I. Purchasing Authority**

- ☐ 43.19 DES (GA / ERI) ☐ 39.29 DES (OFM) Authority ☐ 43.105 DES Authority  
☐ 43.78 Public Printer ☐ Non-State Funds-Discretionary ☐ Federally Funded

**II. Pre-Approvals**

- ☐ Regents Item or other delegation  
☐ EHS Approval / notification required  
☐ Animal Care Committee approval  
☐ I-TAC approval ☐ DES / ISB approval  
☐ Police Dept Firearm approval  
☐ Within Delegated Authority: Less than \$1M / Month  
☐ Other: \_\_\_\_\_

**IV. Basis for Vendor Selection**

- ☒ **Sole Source**  
☐ Medical Surgical Decision / Prescription  
☒ Sole Source Justification via:  
☒ Note on Requisition ☐ Statement attached, dated: \_\_\_\_\_  
☐ Replacement / repairs / parts  
☒ Compatible with current Equipment  
☐ Continuity of Research / Service- see previous PO# \_\_\_\_\_

☐ Original Equipment Manufacturer (OEM)

☐ Extension: Existing Contract # \_\_\_\_\_

☐ Only Single offer received after Competitive Solicitation

☐ Emergency Purchase

☐ Government Agency

☐ Other: \_\_\_\_\_

**VI. Other Purchase Considerations**

- ☒ UWMC HIPAA BA Agreement required / attached  
☐ Foreign order: Foreign Terrorist website checked  
☒ UWMC/SOD orders: OIG/GSA databases checked  
☒ UWMC/SOD orders – Health Care Special T&C  
☐ Other: \_\_\_\_\_

**III. Competitive Solicitation**

- ☐ ITB ☐ RFQ ☐ RFP ☐ RFQQ  
☐ Vendor List attached  
☐ Solicitation and terms attached  
☐ Vendor Responses attached  
☐ Recap of Vendor Responses  
☐ Awarded to responsive / responsible Bidder(s)- see Recap  
☐ Contract attached  
☐ Master Contract / Price Agreement  
☐ Referenced on purchase order:  
 Title: \_\_\_\_\_  
 No: \_\_\_\_\_ Exp. Date: \_\_\_\_\_  
☐ Extension of existing competitive contract  
 Expiration Date: \_\_\_\_\_

**V. Price Considered Fair/ Reasonable based**

**on the following:**

- ☐ Adequate Competition  
☐ Pricing Documentation filed with Master Contract or Pricing Agreement  
☒ Buyer knowledge of market **AND:**  
☒ T&C 40B (order to \$10K)  
☐ Published Price List for Commercial Items (unit price <\$25K and total order <\$250K)  
 Dated: \_\_\_\_\_ Titled: \_\_\_\_\_  
☐ Included in quote (Include Var.1304 in PO)  
☐ Price List on file in Buyer's office  
☐ Price Warranty Checklist Attached (unit price<\$25K and total order <\$250K)  
☐ Price Analysis (sole source commercial item >\$25K unit price or >\$250K total contract amount)  
☐ Cost Analysis (custom/non-commercial item only)  
☐ Other Gov. Agency / Non Profit

**VII. Review Checklist/Signatures**

Prior Amount: \$ \_\_\_\_\_ Amended Amount: \$ \_\_\_\_\_ TOTAL AMOUNT: \$ 5171.41

**Reviews - Signature Authority**

Title	\$ of Current Delegated Authority:	Initials:	Date:
<input checked="" type="checkbox"/> Buyer / Contract Specialist / SCM Manager	\$ 300,000	MB	5/14/12
<input type="checkbox"/> Assistant / Associate Director	\$		
<input type="checkbox"/> Director	\$		

## UW Purchasing Department: Purchase Documentation/Checklist

IF THIS ACQUISITION IS FEDERALLY FUNDED PLEASE REFER TO THE FOLLOWING:

THIS SECTION TO BE USED ONLY FOR FEDERALLY FUNDED (CONTRACTS AND GRANTS) PURCHASES:

☐ Federally Funded purchase:

☐ **Grant funded purchase:** attach 7.1.3b grant flowdowns. (If both Grant and

Contract funded purchase, attach 7.1.3a contract flowdowns).

☐ **Contract funded purchase,** attach 7.1.3a contract flowdowns.

☐ Commercial item (must meet one of the following 8 definitions):

☐ 1. Any item(s) available for acquisitions to general public

☐ 2. Any item(s) evolved from previously available to general public item(s) that is not available in the market place, but will be available in time to meet

Government solicitation requirements

☐ 3. Item(s) that is offered to public with customization options or need minor customization not generally available to public

☐ 4. Any mix or combination of items mentioned (1,2,3,5) that are customarily sold in combination to public

☐ 5. Services (installation, maintenance, repair, training, other) in support of an item acquired or available to general public

☐ 6. Services that are offered in the marketplace in substantial quantities at pre-established catalogue or market pricing

☐ 7. Any item/service or combination of items/services above (1-6) that are notwithstanding the fact that an item(s)/service(s) is transferred between separate divisions, subsidiaries, or affiliates of a contractor

☐ 8. A non-developmental item developed and offered to multiple governmental entities by private entity

Note: For more details for above definitions please refer to FAR 2.101

☐ Non-Commercial R&D items

☐ Assoc. Director's approval required if order total exceeds "direct buy" limit

☐ Certs & Reps: >\$30K Federal grant –or- contract

☐ Dynamic Small Business Search printout attached: >\$100K Fed contract, for competitive and non-competitive purchases

☐ Small Business Subcontracting Plan: >\$650K Federal contract

☐ Certified Cost or Pricing data: sole source, non-commercial item >\$550K Federal contract

Buyer Notes (Optional):