

HUBzone SAMPLE SOLE SOURCE LETTER

Dear _____,

Please accept this letter as a formal request to make this purchase a "Sole Source Procurement" under "HUBZone" program guidelines of Federal Acquisition Regulation (F.A.R.) 19.1306. Under these guidelines such an acquisition is acceptable given the following conditions are met by Mohawk Resources:

1. There is only one HUBZone contractor capable of supplying this type of equipment. As of this writing, Mohawk Resources Ltd. is the only supplier of automotive lifts certified as a HUBZone contractor (certification attached). No other lift supplier is listed under S.B.A.'s Pro-net vendor registry.
2. The purchase will not exceed 5 Million dollars
3. This product is not currently being provided by another SDBE, 8A, Blind or Prison industries contractor.
4. The purchase is above the Simplified Acquisition Threshold.
5. The contractor must be responsible. While this is a subjective criteria, please refer you to the GSA contract (copy attached) which Mohawk has had in effect since 1994. Through GSA, our small business entity has furnished agencies like the U.S. Postal Service, Dept of Defense, F.B.I., Border Patrol, Dept of Interior with nearly \$1 Million worth of lifts each year. Mohawk lifts is a member of the Automotive Lift Institute and the majority of our products are third party certified to meet the current national standards for lift safety and construction as required by O.S.H.A. directive STP 2-1.147. Mohawk even has several D.O.D. Management Equipment Evaluation Program (M.E.E.P.) reports on our products (copies attached), which often lead to the assignment of a NSN (National Stock Number). Most Mohawk Lifts are Third party certified to meet the current A.N.S.I standard as proscribed by the Office of Management and Budget's Circular A-119.
6. Pricing must be fair and reasonable. Again refer to Mohawk's GSA schedule in force since 1994. Mohawk products are the finest automotive lifts built anywhere in the world. While we do not have the cheapest priced lifts in the industry, we are constantly awarded contracts as "best value". We win these awards because we build our lifts to be "maintenance free" and they are designed for extended service life. Please see our product literature to confirm we offer greater quality and performance than the unit you requested and we do so at a much better price.

Having met all of the conditions required to have this project awarded a sole source contract, we would appreciate your consideration of our request. If desired we will ask the S.B.A. Procurement Service Center Representative to contact you to explain any part of the F.A.R.s that might need clarification. I appreciate your consideration and look forward to your response.

Sincerely,

Steve Perlstein,
Sales Manager