

SOLE SOURCE PROCUREMENT CHECKLIST

Department: Pennsylvania Human Relations Commission

Contractor: Eddie Glaude, Jr.

Agency Purchase Requisition No. _____

A) Reason(s) for Sole Source Procurement:

- Only a single contractor is capable of providing the service.
 - Only known source; similar services/commodities are not available from another contractor.
 - Service must be compatible with existing equipment.
- A federal or state statute or federal regulation exempts the service from the competitive procedure and there is appropriate justification to do so.
- It is clearly not feasible to award the contract for services on a competitive basis.
- The services are to be provided by attorneys or litigation consultants selected by the Department.
- The services are to be provided by expert witnesses.
- The services involve the repair, modification or calibration of equipment, and they are to be performed by the manufacturer of the equipment or by the manufacturer's authorized dealer, provided the contracting officer determines that bidding is not appropriate under the circumstances.
- The contract is for financial or investment experts to be used and selected by the Department.
- The contract for services is in the best interest of the Commonwealth.

B) Briefly describe the supply or service item you are requesting and its function.

The PHRC intends to retain the services of Eddie Glaude, Jr. who is an author, political commentator, public intellectual, and passionate educator who examines the complex dynamics of the American experience. On February 20, 2023, at Lincoln University in Lancaster County, PA, Glaude will provide insight and education to provide the audience tools to convene in conversations that engage fellow citizens from all backgrounds, from young activists to corporate audiences, looking for a fresh perspective on diversity, equity, and inclusion.

- C) Describe the unique features/compatibility of the supply, service or construction item that precludes competitive procurement.

The PHRC intends to retain the services of Eddie Glaude, Jr. Dr. Eddie Glaude, Jr. who holds a master's degree in African American Studies from Temple University and a Ph.D. in Religion from Princeton University, is an author, political commentator, public intellectual and passionate educator who examines the complex dynamics of the American experience. Glaude is the James S. McDonnell Distinguished University Professor and Chair of the Department of African American Studies at Princeton. He is also on the Morehouse College Board of Trustees. A highly accomplished and respected scholar of religion, Glaude is a former president of the American Academy of Religion. His writings include: *Democracy in Black: How Race Still Enslaves the American Soul*, *In a Shade of Blue: Pragmatism and the Politics of Black America*, and his most recent, the *New York Times* bestseller, *Begin Again: James Baldwin's America and Its Urgent Lessons for our Own*. His books on religion and philosophy include *An Uncommon Faith: A Pragmatic Approach to the Study of African American Religion*, *African American Religion: A Very Short Introduction*, and *Exodus! Religion, Race and Nation in Early 19th Century Black America*, which was awarded the Modern Language Association's William Sanders Scarborough Book Prize. He frequently appears in the media, as a columnist for *TIME* Magazine and as an MSNBC contributor on programs like *Morning Joe* and *Deadline Whitehouse with Nicolle Wallace*. He regularly appears on *Meet the Press* on Sundays. Glaude also hosts Princeton's AAS podcast, a conversation around the field of African American Studies and the Black experience in the 21st century.

- D) What research has been done to verify the contractor as the only known source?

N/A

- E) Does the contractor have any distributors, dealers, resellers, etc., that sell the supply, service, or construction item?

N/A

- F) Must this supply, service or construction item be compatible with present inventory/equipment or in compliance with a manufacturer's warranty or existing service agreement? If yes, please explain.

N/A

- G) If this is an initial procurement, what are the future consequences of the procurement? That is, once this procurement is approved and processed, what additional upgrades/additions/supplies/services/construction, etc., are anticipated/projected over the useful life of this item?

N/A

- H) If this is an upgrade/addition/alteration, etc., to an existing service? How was the original service procured (sole source or competitive)? What additional, related, sole source procurements have occurred since the initial procurement? Please identify the previous purchase order or contract number(s).

N/A

I) How has this service been procured in the past? (Competitive sealed bidding, competitive sealed proposals, sole source, other). Please provide document numbers.

N/A

J) What are the consequences of not procuring this specific supply or service item?

The event will not occur.

J) How long has the agency known that the supply or service was needed, and why wasn't the contract process started earlier?

N/A

L) If timing is a factor, who established the time frame and why?

N/A

M) What are the consequences of not procuring this specific service within the established time frame?

N/A

N) List any other information relevant to the acquisition of this service.

N/A

Name of person completing the justification (Requesting Bureau/Office)

/s/ Chad Dion Lassiter MSW

Chad Dion Lassiter, MSW

Title: Executive Director, PHRC

Date: 01/12/2023

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