MIT

SELECTION OF SOURCE

REQUISITION EXCEEDING $5,000 SMALL DOLLAR THRESHOLD - REQ. NO.: ______

MIT policy requires that for a requisition exceeding $5,000 for which the vendor has been specified by the requisitioner, a Selection of Source form must be completed by the requisitioner. Information provided will be reviewed by MIT and Federal auditors and by the Office of Naval Research, regardless of the account number charged.

1. SUMMARY OF BIDS RECEIVED - attach copies of all written quotations to this form (mandatory if $10,000 or higher)

Enter the Total Price by One or More sources:

<table>
<thead>
<tr>
<th>COMPANY</th>
<th>TOTAL PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) P&amp;N Machine Company, Inc</td>
<td>$4,453.91 x 12 = $53,446.92</td>
</tr>
<tr>
<td>2) Southern Enterprises, Inc</td>
<td>$9,350.00 x 12 = $112,200.00</td>
</tr>
<tr>
<td>3) Precision Manufacturing</td>
<td>$4,975.00 x 12 = $59,700.00</td>
</tr>
</tbody>
</table>

2. BASIS FOR SOURCE SELECTION (check one)
   a) ☐ Lowest Bidder selected - all bidders and prices must be listed.
   b) ☐ Other than Lowest Bidder selected - explanation and price justification required. Explain the reasons for selecting other than the lowest bidder in the space below (An existing document which contains this information may be attached instead). Use the reverse side to indicate your basis for determining that the price to be paid is fair and reasonable.

   c) ☐ Sole Source selected - explanation and price justification required. Explain the sole source by answering the applicable questions below (An existing document which contains this information may be attached instead). Use the reverse side to establish your basis for determining that the price to be paid is fair and reasonable.

Identify other sources who were considered and why they cannot be used.

____________________________________________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________________________________________

Form 2.5A (1/02)       Page 1 of 2
Specify the unique features of this item or service which require it to be bought from a single source


Describe efforts taken to identify other sources of supply


3. DETERMINATION OF REASONABLE PRICE

Select the statement(s) below, which reflects your basis for determining that the price to be paid is reasonable, or use OTHER to provide your own statement.

☐ Adequate Price Competition. All vendor responses must be listed on page 1.

☐ Catalog or market price (or less) for STANDARD commercial item. {a copy of the published price (catalog page, web page, evidence of sales…) must be attached}

☐ Price for NONSTANDARD item to our specifications that is consistent with in-house estimate. {a copy of the in-house estimate must be included}

☐ Price compares favorably to price paid for the same item or similar item or like complexity under a previous PO {enter previous PO number under OTHER below and include the reason(s) that that price was determined to be fair and reasonable}.

☐ Price compares favorably with catalog or list price for similar item or like complexity {{enter description and price of similar item under OTHER below}}.

☐ OTHER - Enter your own statement, if needed, and/or information on discount, donation or negotiation if related to your statement or the statement you selected/provided above. {The existence of a discount or donation does not in and of itself establish a fair and reasonable price.}

_________________________________________________________________________

Requisitioner's Signature

_________________________________________________________________________

Buying Agent’s Signature

_________________________________________________________________________

(continuation space)
CUSTOMER QUOTATION FORM

To: LIGO Livingston Observatory  
19100 LIGO Lane, Box 940  
Livingston, LA 70754  
Attn: Jonathan Kern

Date: 7/03/02  
Quotation No. 1  
Your RFQ No. N/A  
Terms: 1% - 10 Days, Net 30

We are pleased to submit the following quotation:

<table>
<thead>
<tr>
<th>Item #</th>
<th>Qty.</th>
<th>Description</th>
<th>Unit Price</th>
<th>Ext. Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>12</td>
<td>D020285-00-E Actuator Plate</td>
<td>$442.86</td>
<td>5314.32</td>
</tr>
<tr>
<td>2</td>
<td>12</td>
<td>D020286-00-E Diaphragm</td>
<td>$12.50</td>
<td>150</td>
</tr>
<tr>
<td>3</td>
<td>12</td>
<td>D020287-00-E Diaphragm Restraint</td>
<td>$129.32</td>
<td>1551.84</td>
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<tr>
<td>4</td>
<td>12</td>
<td>D020288-00-E Pair of Resistor Plates</td>
<td>$419.68</td>
<td>5036.16</td>
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<tr>
<td>5</td>
<td>12</td>
<td>D020289-00-E Resistor Cap</td>
<td>$76.86</td>
<td>922.32</td>
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<tr>
<td>6</td>
<td>12</td>
<td>D020290-00-E Top Foundation Plate</td>
<td>$533.14</td>
<td>6397.68</td>
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<tr>
<td>7</td>
<td>12</td>
<td>D020291-00-E Top Bellows Slug</td>
<td>$84.79</td>
<td>1017.48</td>
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<tr>
<td>8</td>
<td>12</td>
<td>D020291-00-E Top Bellows Cap</td>
<td>$39.65</td>
<td>475.8</td>
</tr>
<tr>
<td>9</td>
<td>12</td>
<td>D020292-00-E Bottom Foundation Plate</td>
<td>$533.75</td>
<td>6405</td>
</tr>
<tr>
<td>10</td>
<td>12</td>
<td>D020293-00-E Bottom Slug</td>
<td>$76.86</td>
<td>922.32</td>
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<tr>
<td>11</td>
<td>12</td>
<td>D020293-00-E Bottom Cap</td>
<td>$39.65</td>
<td>475.8</td>
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<tr>
<td>12</td>
<td>12</td>
<td>D020296-00-E Right Side Foundation Plate</td>
<td>$211.06</td>
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<td>13</td>
<td>12</td>
<td>D020297-00-E Left Side Foundation Plate</td>
<td>$229.36</td>
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<tr>
<td>14</td>
<td>12</td>
<td>D020298-00-E Back Foundation Plate</td>
<td>$240.34</td>
<td>2884.08</td>
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<tr>
<td>15</td>
<td>12</td>
<td>D020299-00-E Parallel Motion Mount</td>
<td>$59.78</td>
<td>717.36</td>
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<tr>
<td>16</td>
<td>12</td>
<td>D020299-00-E Parallel Motion Flexure</td>
<td>$9.15</td>
<td>109.8</td>
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<tr>
<td>17</td>
<td>12</td>
<td>D020300-00 Manifold Plate</td>
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<tr>
<td>18</td>
<td>12</td>
<td>D0020301-00-Manifold Cap Pair</td>
<td>$163.48</td>
<td>1961.76</td>
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<tr>
<td>19</td>
<td>12</td>
<td>D0020302-00-Bellows Shield Unit Pair</td>
<td>$384.30</td>
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<tr>
<td>20</td>
<td>12</td>
<td>D020303-00-Oil Catch Aluminum</td>
<td>$136.64</td>
<td>1639.68</td>
</tr>
</tbody>
</table>

This Quotation is valid for thirty (30) days, after which it is subject to review. $4,453.91 $53,446.92

Thank you for this opportunity to quote.

Patrick Napier  
P & N Machine Co., Inc.

R3.0, Version 1, Revision 0
Jonathan Kern

From: Don Olano [precisionmfg@hotmail.com]
Sent: Thursday, May 30, 2002 6:09 AM
To: jkern@caltech.edu

Jonathan,

I have reviewed the actuator drawings and I understand how it will function. My drawing package has a total of 20 drawings, 17 of them are machined items. As you know, the assembly drawing shows 3 or 4 parts that I don't have drawings on.

As soon as you are finished with them, would you e mail them to me. Anyway, I am coming up with a price of $4,975.00 each based on a qty of 12 actuators. All Mat'l will be 304 SS. What is your delivery time frame? We don't have anything in the shop right now for LIGO, I can put them in the schedule ASAP.

Thanks for the opportunity to quote this project. You can count on us to provide the expertise and customer service you need. Call me anytime.

Thanks
Donnie Olano / Owner
Precision Mfg.

Cell # (225) 776-2818
Precision Mfg # (225) 687 3839
Fax # (225) 687-6478
E Mail: precisionmfg@hotmail.com

Send and receive Hotmail on your mobile device: Click Here
June 12, 2002

Attn: Jonathan Kern
Caltech - LIGO
PO Box 940
Livingston, LA 70754

Dear Jonathan;

Please accept our apology for the delay in responding to your quotation request on the Hydraulic Actuator drawings you provided us. Hopefully this has not created too much of a delay with your project and we will be glad to assist in any way possible to get this moving forward.

We have developed a “ballpark” estimate on the cost for us to provide materials and labor on the detailed drawings you provided a couple of weeks ago. The following clarifications should be noted.

A. Price is based on manufacturing 12 units.
B. Price is for only the detailed drawings available to date.
C. Price is based on LIGO supplying the “Bellows” assemblies complete. If we need to supply the “shield rings” or do any welding, there will be a price adder for this.
D. Price includes delivery to the LIGO facility, Livingston, LA.

Estimated Price: $9,350.00/Actuator

Again, my sincere apologies for our delay in responding and please call if you have any questions.

Sincerely yours;

Greg Fuller

cc: David Barron

file: letters/6206010.doc