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November 28, 2017

**FINDING BY CHIEF PROCUREMENT OFFICER  
CANYONS SCHOOL DISTRICT**

Brighton High School submitted for approval, a Sole Source Request, to purchase student registration fees for the Utah Theatre Association Conference. Research has been conducted to determine if any additional organizations exist for this type of theatre program. It is the finding of the Chief Procurement Officer that the Utah Theatre Association Conference is the only supplier that offers student and teacher workshops in the State of Utah. This finding will be effective from November 28, 2017, to November 28, 2019 for all five (5) high schools in the District. The Purchasing Department will then review this finding and determine if any additional suppliers have entered the marketplace or if this will remain a sole source with the finding being extended.

As Chief Procurement Officer, I find that it is in the best interest of the District to have this finding on file in order to allow this purchase and future purchases to the Utah Theatre Association for the aforementioned term without obtaining required competition.

For Gary O. Hansen  
Chief Procurement Officer