



Buyer's packet

Product **Astra FP&A K-12**
Status **Template, unsigned**

Sole source / single source letter

This is a template, not a signed letter. EON Digital Co completes and signs it on request, on its letterhead, for a purchasing office that is making its own sole source or single source determination. Bracketed text is filled in for each request. Unsigned, it has no effect.

[Date]

[Name, title]

[Purchasing office]

[Institution]

[Address]

Re: Astra FP&A K-12, information for a sole source or single source determination

Dear [Name]:

At your request, this letter describes Astra FP&A K-12 to support [Institution]'s own sole source or single source determination, which is yours to make under your purchasing rules.

EON Digital Co developed and owns Astra FP&A K-12, a subscription software service for district financial planning and analysis. Astra FP&A K-12 is sold by EON Digital Co [directly / through: name the authorized seller].

Astra FP&A K-12 provides the following features:

- Built on the New York State Uniform System of Accounts for School Districts.
- Budget vs actual by function and account, and a year-end projection against the adopted budget.
- The tax levy limit from the State's formula, its exclusions and carryover, and the room under it.
- The budget vote: what the proposed budget does to the levy, and whether it needs a simple majority or 60%.
- Fund balance by class and by reserve, and unassigned fund balance against the 4% limit.
- Fiscal stress indicators the State Comptroller scores, calculated from the district's own figures.
- State aid by category, year by year, against what the budget assumed; a five-year multi-year plan; and contract costing by bargaining unit.
- An AI analyst that answers questions from the district's own ledger, with every figure linked to the query that produced it, and builds Board of Education decks, workbooks and memos.
- Each district's data isolated by row-level security in the database; passkeys and two-step sign-in.

[Optional: other facts the vendor confirms for this request.]

The annual subscription for the plan you are considering is listed on our quote number [quote number], which includes the plan, the term and the price.

Sincerely,

Signature

Name

Title

Date

EON Digital Co

doing business as Astra FP&A K-12

[to be completed]

Email: [to be completed]

Phone: [to be completed]