



SOLE SOURCE / BEST SOURCE JUSTIFICATION

To be completed by Unit or Area and forwarded to
Procurement Unit of Financial Services

Vendor/Amount \$ Universal Filtration & Pumping Solutions, Inc./\$45,940

Unit or Area Water Treatment Services Date 8/18/17

Sole Source – A single vendor is uniquely qualified to meet the City's procurement objective.

Provide an explanation of the "need" that has to be fulfilled, focusing on the requirements (not a description of the product or service, which satisfies that need). Why is this vendor the only one that can fulfill the need identified?
Describe the unique aspects of their product or service or attach letter from vendor:

Check appropriate reason below:

- This is a product manufactured by a single vendor.
- This product or service is sold only through this single distributor.
- This service is unique to a single organization.
- An unusual or compelling urgency exists (explain below).

What activities have already occurred prior to submitting this request? Discuss what other products and services in the market were reviewed and why they didn't fulfill the need. Have you already evaluated products or services available on the market and then made a determination that this product or service is the only one that meets your need? Has the vendor already done any work related to this project or purchase?

Best Source – Does the need meet one of the following “best source” definitions instead of the sole source definition referenced above (explain below):

- The product or service must match or be compatible with current equipment or services; or
- It would not be economically feasible for another vendor to provide the product or service needed; or
- A single vendor is uniquely qualified to fulfill the City's need; or
- An unusual or compelling urgency exists.

UF&PS is the original supplier of the entire filter press system, is intimately acquainted with the entire sludge dewatering system and has provided service, equipment, inspection and training since the original installation. UF&PS conducted a condition assessment of the filter press and feed pump components in February of 2017, resulting in recommendations to replace and/or refurbish various components. Based on maintenance and operational issues, the Willett pump hydraulic units are considered priority. The filter press feed pump hydraulic unit, including footprint and equipment connections, is specifically compatible with the existing Willett ram pump.

REQUESTED BY:

Signature Glen Wiczorek

Date 8/25/2017

(Typed Name) Glen Wiczorek, PE

APPROVALS:

Unit Manager [Signature]

Date 8/25/17

Service Area Admin. [Signature]

Date 8/25/17