

SOLE SOURCE PROCUREMENT REQUEST

Use of a sole source as justification for procurement compliance must be approved in advance by the Purchasing Office. Sole source procurements may be used for justification of procurement in lieu of quotations, requests for proposals, or formal bids, if allowed by the City of Rio Rancho's Procurement Code and approved, in advance, by the Purchasing Office. Departments must complete this form in order to request approval for use of a sole source procurement prior to requisition entry and approval.

A SOLE SOURCE is defined as procurement where a particular supplier or person is identified as the only reasonably qualified source available. A sole source situation exists when there is only one source for the required procurement.

The requesting Department must submit along with this completed form:

- A letter from the vendor affirming that they meet the requirements set forth by City of Rio Rancho Ordinance to be considered a Sole Source contractor.
- Any additional backup documentation required to confirm compliance with the City's Procurement Code or confirm the sole source status of the requested source.

1. Requesting Department Information

- A. Requesting Department Utilities Department
- B. Department Point of Contact Susan Dempsey

2. Vendor Information.

- A. Name of Contractor Xylem Water Solutions
- B. Vendor Phone Number 704-227-5045
- C. Vendor Email Address
- D. Vendor Mailing Address 4828 Parkway Plaza Blvd Suite 200 Charlotte, NC 28217

3. Estimated \$ amount to be requisitioned using this justification \$75,000.00

4. List the items or services requested and provide the specific characteristics of the material or service that limit the availability to a sole source (i.e. unique capabilities, function of the item, proprietary rights, specifications, etc.). Describe in detail why only this suggested source can furnish the requirements to the exclusion of other sources, thus explaining why alternatives are unacceptable. (Please do not state the source is the "best" source or the "least costly" source. Those factors do not justify a sole source.)
Replacement and repair parts for Wedeco ozone components for Advanced Water Treatment Facility such as high concentration ozone monitors, medium concentration ozone monitors, low concentration ozone monitors, ozone destructor, dielectric assemblies, etc.

5. Are there any other items or services that can meet the intended purpose of this procurement?

Yes No

Explain your answer: Xylem Inc is the parent company of Wedeco and the sole provider of parts and service for Wedeco ozone systems there are no other items that will work.

Can the specifications used to solicit these items or services be broadened in any way in order to allow for a more competitive solicitation? Please attach any minimum performance specifications used by the Department for this procurement.

Yes No

Explain your answer: Xylem Inc is the parent company of Wedeco and the sole provider of parts and service for Wedeco ozone systems there are no other items that will work.

6. If the sole source situation is caused by a specific vendor having sole license to sell a particular brand of product or perform service on a particular brand of equipment, will an alternative brand or service provider serve to fulfill the City's requirements?

Yes No

Explain your answer and provide backup documentation to support your claim: Xylem Inc. is the sole provider of Wedeco ozone components and service. Due to pricing all Wedeco ozone components must reside with the Charlotte Xylem office and all process parameters/set points have been optimized by Wedeco engineering.

7. Explain if the purchase will obligate the city to a particular contractor for future purchases and provide a four (4) year plan from the department stating the steps being taken to resolve the need for a Sole Source Procurement. At this time there is no plan to remove the need for this sole source.

8. Department certification:

I affirm that I have completed a good faith review of available sources and have determined that the requested source is the only reasonably qualified source available for the required to perform the contract.

Susan A Dempsey

Print name of Individual Requesting Approval

Signature of Individual Requesting Approval

3/22/2023

Date

TIM CHIASSON

Print name of Director or Supervisor

Signature of Director or Supervisor

3/22/2023

Date

Xylem Water Solutions
4828 Parkway Plaza Blvd. Suite 200 Charlotte, NC 28217
Tel +1.704.227.5045



March 1, 2023

Kevin Marback
City of Rio Rancho, NM
3200 Civic Center CIR
Rio Rancho, NM 87144

Dear Mr. Marback:

Thank you for the opportunity to review your ozone system. We understand how important it is to have a reliable and efficient ozone disinfection/oxidation system and we welcome the opportunity to work with you.

This letter is to confirm that Xylem Inc., parent company to WEDECO, is the sole provider of parts and services for many components of the Ozone vessel and its power supply unit (PSU). Due to this, pricing for WEDECO ozone components must reside only with the Charlotte Xylem office. In order to maintain performance, integrity and reliability of the ozone system, it is very important to continue to use genuine WEDECO components. Parts found inside the generator vessel are patented items, such as dielectric assemblies, and should only be purchased from Xylem Inc. Inside the PSU, digital controller and inverter circuitry is proprietary to the operation of the PSU. Furthermore, process parameters/set points have been optimized by WEDECO engineering; and it is recommended that any changes to these parameters be reviewed by our engineering department prior to changing. Utilizing WEDECO service, you will be guaranteed original process parameters will be met, or any changes will be recorded in the operations and maintenance manual for your system. All drawings, manuals, programming, parts and service records are filed at the Xylem Charlotte office.

Again, we appreciate the opportunity to work with you. If you have any questions about the items above or would like more information regarding WEDECO TotalCare programs, please let me know.

Sincerely,

Daniel Sudol
Office: 704-227-5045
Email: Daniel.Sudol@xyleminc.com