



DOÑA ANA COUNTY PURCHASING DEPARTMENT INTER-DEPARTMENTAL MEMORANDUM

TO: Procurement File	DATE: 010/1/2019
FROM: Donald E. Bullard, Purchasing Manager	DIB
SUBJECT: Sole Source Procurement Determination	

Section 13-1-126 NMSA 1978 states in pertinent part that "A. A contract may be awarded without competitive sealed bids or competitive sealed proposals regardless of the estimated cost when the state purchasing agent or a central purchasing office determines, in writing, that:

- (1) there is only one source for the required service, construction or item of tangible personal property;
- (2) the service, construction or item of tangible personal property is unique and this uniqueness is substantially related to the intended purpose of the contract; and
- (3) other similar services, construction or items of tangible personal property cannot meet the intended purpose of the contract.

B. The state purchasing agent or a central purchasing office shall use due diligence in determining the basis for the sole source procurement, including reviewing available sources and consulting the using agency, and shall include its written determination in the procurement file."

The Purchasing Department has:

- Reviewed the justification submitted to this office;
- Reviewed the steps taken by the User Department in "conducting a good-faith review of available sources";
- Reviewed the Vendor's Sole Source letter;
- Conducted research on other firms offering similar products.

The County's Certified Chief Procurement Officer, after reviewing the Department's Sole Source Justification Form, researching the internet and reviewing the Vendor's Sole Source letter has determined that James, Cooke & Hobson (JCH) is the sole source provider of maintenance and supplier of Flygt Pumps. This Sole Source Request was posted on the County Website on 10/1/2019. CRRUA and DAC Utilities Department may purchase flygt pumps and maintenance for JCH.

"SOLE SOURCE" PROCUREMENT JUSTIFICATION

Sole source purchases are goods and services available from only one vendor. There may be just one vendor because of patents or copyrights or simply because the vendor is the only one which supplies the good or service. Using Department must provide a written explanation as to why only this particular product/service is acceptable and why no other will be suitable or acceptable to meet the need. A quote must accompany this form.

Department name: Camino Real Regional Utility

1. Name of product or service: Repair Flygt Pumps
2. Name of product manufacturer: Flygt
3. Name of "sole" product supplier or service provider: JCH
4. Describe in general terms the product/service you are requesting and the intended application.

To complete the repair of the Flygt submersible pumps at Edgemont Lift Station.

5. Describe the unique features/capabilities/characteristics that distinguish it from other products/services.

They are the Flygt representatives as stated in their letter for the region.

6. How did you determine there was only one source for the product or service? Provide information on the research that was performed to locate suppliers for this product(s) or service(s). (Please furnish names, addresses and other documentation).

Based on JCH being the only rep that can sell or complete maintenance on these pumps.

7. What product supplier or service provider has your Department used until now to satisfy similar requirements?

JCH has been the sole provider of maintenance and supplier of this equipment, they also the only company that has ever bid on completing maintenance work on this pumps in the past.



Signature of Department Head

10-1-19

Date

(Attach Quote and Use Additional Sheets As Necessary)

**This form is used by Purchasing Department to determine if a "Sole Source" procurement criterion is met. Completing this form does not guarantee approval of this type of procurement.



JAMES, COOKE & HOBSON, INC.

3800 Doniphan Drive El Paso, TX 79922

Phone: 915-581-5458

Fax: 915-581-9242

E-mail: mas@jchinc.com

September 30, 2019

To: Camino Real Regional Utility Authority

From: Mark Snyder

Subject: JCH Representations

Per your request, JCH is the Manufacturer's Sole Representative for Sales regarding the following companies:

Aurora Pump Company

Badger Meter

Canariis Pumping Systems

EG Controls

Environment One

Gardner Denver (Hoffman Blowers)

Netzsch

Pulsafeeder Metering Pumps

Singer Automatic Control Valves

Xylem Flygt

Xylem Sanitaire

Please contact me should you need additional information.

A handwritten signature in black ink, appearing to read 'Mark Snyder', is written over a horizontal line.

Mark Snyder



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Phone: 915.581.5458 Fax: 915.581.9242
E-mail: jap@jchinc.com

September 27, 2019

To: Camino Real Regional Utility Authority

Quotation #: 092719RPR-A

Attn: Ernie Carranza

Job Name: Edgemont LS

Phone: 915.238.8739

Location: Sunland Park, NM

Fax: ernestoc@donaanacounty.org

Quotation By: Jonathan Polasek

Unless otherwise stated: Prices are firm for 30 days from bid date, payment terms are 50% down and 50% with shipment (unless credit is approved) – with approved credit, Net 30 days. Interest shall accrue at 0.5% per month on past due amounts per month. Freight terms are FOB Destination, full freight included. Any taxes are additional. Items included are only those listed below. Please review carefully.

Please Reference Dona Ana County Contract #19-164

Repairs for Flygt Pumps at Edgemont LS

<u>QTY</u>	<u>DESCRIPTION</u>	<u>EACH</u>	<u>TOTAL</u>
2	REPAIR OF FLYGT PUMPS - 3171.181-0770221 & 0770222 <i>Repair Includes:</i> Flygt Plug-In Mechanical Seal, Bearings, O-rings, Upgraded Hard-Iron Impeller and Insert Ring, Replacement Flygt Submersible Cable, Cable Grommets, DowCal 200 Coolant, Misc. Shop Fees, and Labor for Repair <i>Includes JCH service for pickup, delivery, and installation of Above Flygt Pumps.</i>	\$14,950	\$29,900
1	NM TAX ON LABOR @ 5.125%	\$148.63	\$148.63
		TOTAL	\$30,048.63

Notes:

This estimate does not include any parts other than those listed above.

Thanks for the opportunity to quote

Jonathan Polasek