



Oct 28, 2019

To: Drew Havens

**Concerning: Increase of Electric Funds to Capitalize on Available Grant Money**

The Town of Apex applied for and was awarded a grant for the installation of 3 Electric PTO (Power Take Off) boom operators intended to reduce CO<sub>2</sub> emissions in 2018/2019. Due to a mix up in paperwork, the State accidentally set up 2 projects and funded our original submittal. We recently were informed of the error and was informed that we still had money available to outfit additional vehicles if we wanted to.

In order to make use of the unspent funds, we are proposing that 3 additional vehicles be outfitted with this technology. We have selected 3 candidates and have received an estimate from the vendor for this work. Attached is a copy of the cost proposal.

Since our 3 selected vehicles are slightly different from our original proposal, we had an overall increase in the project cost that will affect our share of the project. Summarized below are the projected costs for the town.

Overall Project cost:	\$105,000
Available funds avail from Federal Govt:	\$65,700
Out of Pocket for TOA:	\$39,300

The Town would need to fund \$102,765 upfront and receive the grant money after receipt of equipment from vendor (\$65,724). NC State has agreed to reimburse after delivery of equipment on site vs. installation on trucks. We plan to have the 2 existing trucks outfitted after delivery of equipment before requesting Grant funds. The remaining truck will be outfitted upon delivery next summer.

I would like to pursue council approval for a budget amendment to take advantage of the available funding and expand our knowledge and experience with this technology. In addition, we will pursue sole source authorization with Viatec since we have partnered with them to develop this technology and have their tracking system installed on 3 of our vehicles.

Eric Neumann  
Director, Electric Utilities

enc. Viatec Proposal  
Sole Source Request



Oct 28, 2019

To: Mayor Olive  
Apex Town Council Members

**RE: Sole Source Justification and Approval (J&A); Request for Battery Powered PTO**

The Town of Apex presently has Viatec battery powered PTO's installed on 3 of its vehicles and is looking to expand this trial to 3 additional vehicles. The cost for this project is estimated at \$105,000 with \$65,700 being reimbursed with grant funds after installation. We are taking advantage of Grant money through the CFAT initiative and ultimately plan on expending \$39,300 in Town funds.

The TOA would like to sole source this to Viatec due to a partnership with the vendor to develop this technology and utilize our field experience to help address operational issues that arise during testing. Utilizing Viatec allows us to make use of experience gained on the first 3 units to improve the product development on the next set of units.

If the TOA was to utilize another vendor, we would have to monitor 2 separate systems and would be unable to draw any comparisons since the technology would be different and not allow us to take advantage of previous experience. We have developed a level of comfort and familiarity with the Viatec units that will aid our use of future units.

Since this technology is still in the development phase, we have less risk installing a system we are familiar with and have had great customer service. Once we install the final 3 units, we will have coverage on all the variations of trucks in use in Apex. This will allow us to ascertain the best configuration and use of this product aimed at reducing CO<sub>2</sub> emissions.

Due to familiarity and continuity, we are requesting sole source procurement of materials through Viatec. We have already received installation training and will have our own mechanics install equipment with minimal direction from vendor to allow local trouble shooting by Apex staff.

Eric Neumann  
Director, Electric Utilities