



Print Form

Sole Source Justification (Reference Article 6, Procurement Source Selection Methods and Contract Awards, § 1-10-56 SOLE SOURCE PROCUREMENT)

Vendor: Cranston Engineering Group E-Verify Number: 64684

Commodity: Engineering Services

Estimated annual expenditure for the above commodity or service: \$ 66,620 (one time)

Initial all entries below that apply to the proposed purchase. Attach a memorandum containing complete justification and support documentation as directed in initialed entry. (More than one entry will apply to most sole source products/services requested).

1. SOLE SOURCE REQUEST IS FOR THE ORIGINAL MANUFACTURER OR PROVIDER, THERE ARE NO REGIONAL DISTRIBUTORS. (Attach the manufacturer's written certification that no regional distributors exist. Item no. 4 also must be completed.)
2. SOLE SOURCE REQUEST IS FOR ONLY THE AUGUSTA GEORGIA AREA DISTRIBUTOR OF THE ORIGINAL MANUFACTURER OR PROVIDER. (Attach the manufacturer's — not the distributor's — written certification that identifies all regional distributors. Item no. 4 also must be completed.)
3. THE PARTS/EQUIPMENT ARE NOT INTERCHANGEABLE WITH SIMILAR PARTS OF ANOTHER MANUFACTURER. (Explain in separate memorandum.)
4. THIS IS THE ONLY KNOWN ITEM OR SERVICE THAT WILL MEET THE SPECIALIZED NEEDS OF THIS DEPARTMENT OR PERFORM THE INTENDED FUNCTION. (Attach memorandum with details of specialized function or application.)
5. THE PARTS/EQUIPMENT ARE REQUIRED FROM THIS SOURCE TO PERMIT STANDARDIZATION. (Attach memorandum describing basis for standardization request.)
- cdh 6. NONE OF THE ABOVE APPLY. A DETAILED EXPLANATION AND JUSTIFICATION FOR THIS SOLE SOURCE REQUEST IS CONTAINED IN ATTACHED MEMORANDUM.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the service or material described in this sole source justification be authorized as a sole source for the service or material.

Name: Chad Hendrix Department: Utilities Date: 2/29/2024

Department Head Signature: [Signature] Date: 2/29/24

Approval Authority: [Signature] Date: 3/4/24

Administrator Approval: (required — not required) _____ Date: _____

COMMENTS:



UTILITIES DEPARTMENT

Wes Byne, P.E.
Director

Chad Hendrix, P.E.
Assistant Director

MEMO

DATE: February 29, 2024

TO: Geri Sams
Director, Procurement Department

THROUGH: Wes Byne, P.E. *sub*
Director, Utilities Department

FROM: Chad Hendrix, P.E. *CDM*
Assistant Director, Utilities Department

SUBJECT: **USGS Gaging Stations Datum Survey Project**
Director's Approval Memo &
Justification for Sole Source

The Augusta Utilities Department (AUD) is requesting approval to enter into a contract with Cranston Engineering Group (Cranston) to perform survey duties. The purpose of this project is to make independent field surveys to establish benchmarks at each published United States Geologic Survey (USGS) gaging station, along with other key locations, on the Savannah River in the vicinity of the New Savannah Bluff Lock and Dam (NSBLD) and in the pool impounded by the dam. These benchmarks will serve to verify and/or correct elevation datums of the several primary USGS gaging stations within this area.

Cranston was chosen for this task as a sole source based upon their extensive knowledge of the NSBLD and its current standings as it relates to the City of Augusta and nearby municipalities.

Cranston's price for this effort is \$66,620.00 which the department is in agreement with, and funding is available. A municode agenda item for approval of this draft contract is being submitted for presentation to the Commission.