



PURCHASING AGENT
33 East Broadway Avenue
Meridian, ID 83642
Phone: 208-888-4433 Fax: 208-887-4813

CITY OF MERIDIAN

SOLE SOURCE FORM

Date: 12/18/2025

Item or Service: UV Lamps for the Wastewater Treatment Facility

- ☒ Sole Source: Item is available from only one vendor. Item is one-of-a kind item and is not sold through distributors. Manufacturer is a sole distributor.

Refer to instructions on 2nd page for completion.

JUSTIFICATION: (Attach additional pages if needed)

This purchase is for replacement bulbs for our Trojan UV 3000 system. The UV system is essential in maintaining compliance with the disinfection limits of our NPDES permit. The manufacturer provided a lifetime disinfection guarantee on the system, however, in order to maintain the guarantee, the following conditions must be met:

- The system must be operated within the prescribed Design Parameters and Operation & Maintenance (O&M) manual.
- Only Trojan Approved and Validated replacement parts may be used in the system.
- Technical field service is supervised or provided by a Trojan Certified Technician;

The following statement is contained with the performance guarantee:

- Should an alternate UV lamp be used on any Trojan system, your Plant shall be deemed out of compliance with regards to: Trojan's Lifetime Disinfection Guarantee; Free 24/7 access to phone Technical Assistance; and Free lamp recycling. Equally important, you also risk voiding peripheral component warranties.

Direct replacement with Trojan bulbs and parts is essential to maintain the system disinfection guarantee and system warranty.

CERTIFICATION:

I am aware of the requirements set forth in the City's Purchasing Policy & Procedures Manual for competitive bidding and the established criteria for justification for sole source/sole brand purchasing. I have gathered technical information and have made a concerted effort to review comparable/equal equipment. I hereby certify as to the validity of the information and feel confident that this justification for sole source/sole brand meets the City's criteria and is accurate.

Brandon Sanford

Requestor (Print Name)



Department Manager Signature

Council Approval

Date: _____

Purchasing

Approval: _____

Purchasing Manager

SOLE SOURCE/BRAND EXAMPLES.

SOLE SOURCE:

Only one (1) vendor if there is only one (1) vendor for the personal property to be acquired. For purposes of this definition, only one (1) vendor shall refer to situations where there is only one (1) source reasonably available and shall include, but not be limited to, the following situations:

- (i) Where property is required to respond to a life-threatening situation or a situation which is immediately detrimental to the public welfare or property;
- (ii) Where the compatibility of equipment, components, accessories, computer software, replacement parts or service is the paramount consideration;
- (iii) Where a sole supplier's item is needed for trial use or testing;
- (iv) The purchase of mass-produced movies, videos, books or other copyrighted materials;
- (v) The purchase of property for which it is determined there is no functional equivalent;
- (vi) The purchase of public utility services;
- (vii) The purchase of products, merchandise or trademarked goods for resale at a political subdivision facility; or
- (viii) Where competitive solicitation is impractical, disadvantageous or unreasonable under the circumstances.

THE FOLLOWING ARE **NOT** REASONS FOR SOLE SOURCE

- a) Personal preference for a product or vendor.
- b) Cost, past performance, local presence, delivery etc. These are award criteria to be used in a competitive bid process.
- c) Specifications that exceed requested performance.