



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

CITY OF MERIDIAN

SOLE SOURCE FORM

Date: 10/25/2021

Item or Service: G&W SWITCH GEAR

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.

JUSTIFICATION: (Attach additional pages if needed)

The Public Works Department is seeking a Sole Source purchase justification for G&W Switch Gear. The power switches are one of the most crucial components of the WRRF as both the utility power and the standby generator power are reliant on these switches. If a switch goes down, the plant will lose both primary and standby generator power. The plant currently has G&W Switch Gear along with replacement parts. Staff are trained to service and repair them.

Each switch gear manufacturer has their own proprietary digital protective relaying technology; thus, parts are non-interchangeable. If the plant were to contemplate having two different manufacturers we would have different software, firmware and procedures. Primary and backup staff would need to be educated on both and the plant would need repair and replacement parts for two sets of switch gear. As you can imagine this could lead to severe safety concerns. For these reasons Public Works is requesting a Sole Source per Idaho Statute 67-2808(2)(ii) *Where the compatibility of equipment, components, accessories, computer software, replacement parts, or service is the paramount consideration.*

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.

Council Approval

Date: _____

Procurement Division Approval



Keith Watts, Procurement Manager

Requestor (Print Name)

Tyson Glock