



PROCUREMENT MANAGER

33 East Broadway Avenue

Meridian, ID 83642

Phone: 208-888-4433

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CITY OF MERIDIAN

SOLE SOURCE FORM

Date: November 8, 2023

Item or Service: Eurofins Eaton Analytical, LLC / Annual Non-Micro Water Sampling~Testing Services (Water, UCMR, Compliance, Lead and Copper)

Sole Source: It has been determined that competitive solicitation is impractical, disadvantageous or unreasonable under the circumstances.

Refer to instructions on 2nd page for completion.

JUSTIFICATION: (Attach additional pages if needed)

Eurofins Eaton Analytical, LLC has historically been the sole vendor to submit an RFQ for these services.

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.

Dennis Teller
Requestor (Print Name)

Department Manager Approval / Signature

Date: 11-09-2023

Procurement Division Approval:

Keith Watts, Procurement Manager

Date: 1/4/2024

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.