



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

CITY OF MERIDIAN

SOLE SOURCE FORM

Date: September 24, 2024

Item or Service: Caterpillar Generators, Generator Parallel Switchgear, Controls, Software, and System Upgrade Services

X Sole Source: Caterpillar Generators, Generator Parallel Switchgear, Controls, Software, and System Upgrades Services

JUSTIFICATION: (Attach additional pages if needed)

Caterpillar generators and the major components of the Caterpillar system (Generator Parallel Switchgear, Controls, Software, and System Upgrade Services) are only available through the geographically assigned Caterpillar dealer.

Western States Equipment Company is the manufacturers designated reseller of Caterpillar generators, switchgear, controls & software, and thus the only source.

Therefore, the Public Works Department requests a sole source supplier for Caterpillar generators, generator parallel switchgear, controls, software, and system upgrades per Idaho State Statute 67-2808 (ii) where the compatibility of equipment, components, accessories, computer software, replacement parts or service is the paramount consideration, and (viii) where competitive solicitation is impractical, disadvantageous or unreasonable under the circumstances.

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.

Requestor (Print Name)

Department Manager Signature

Council Approval

Date: _____

Purchasing

Approval: _____

Purchasing Manager