

## Sole Source Procurement Instructions

Department: Public Utilities

Date: 6/11/2024

Vendor: Ferguson

Product/Service: Sensus Meters

It is the policy of the City of Harrisonburg that contracts/products be awarded on a competitive basis and that the use of a sole source procurement must be limited to those instances where only one source is practicably available. Per Virginia Code 2.2-4303 and 2.2-4360, the sole source document must be posted online for a minimum of ten (10) days before purchasing the product/service.

1. Explain why this is the only product or service that can meet the needs of the department making the purchase.

Meters have been sole source Sensus for 20+ years. Sensus meters are compatible with out Sensus Autoread technology for meter reading. We have explored and approved other meters with the understanding that they must be compatible with our Sensus meter reading technology and although we find our system will "talk" to other registers to read they do not give the full compatibility of alarms that are vital to our level of service we provide with Sensus meters.

2. Explain why this vendor is the only practicably available source from which to obtain this product or service.

Sensus meters are approved by our Product Review Committee and is compatible with out meter reading technology giving not only reading but full alarm capabilities. Our field personnel have specialized training with Sensus meters and Sensus Autoread technology to include specific reading with the VGB and VXU proprietary to Sensus. There would be additional cost involved in training should another meter be considered in these applications as well as go through a submittal process to review specifications for compatibility. In addition, review of our large meter testing contract would be required.

3. Explain why the price is considered reasonable.

Received price quotes from vendor for approved meters by product review committee compatible with out Sensus reading system; Ferguson now supplies the Sensus meters in the lay length and sizes we require in our applications without special order.

4. Describe the efforts that were made to conduct a noncompetitive negotiation to get the best possible price for the taxpayers.

We have considered other meters on emergency award basis due to lead time and lack of product of availability. We found other meter providers are experiencing delay in product availability and extended lead times. Other meter providers may be read with our current system but do not "speak the same language" to provide the alarm capability that a meter of the same meter reading system provides therefore we consider this not applicable in this circumstance.

**Please attach this form to the Requisition and forward to Purchasing.**

Signature: Sherril Sherman

Date: 6/11/2024