



THE CITY OF  
SANTA FE

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MEMORANDUM

**DATE:** August 10, 2023

**TO:** Governing Body  
Finance Committee  
Public Works/Public Utilities Committee

**VIA:** Emily Oster, Finance Director  
Travis Dutton-Leyda, Chief Procurement Officer  
John Dupuis, Public Utilities Department Director  
Michael Dozier, WWM Division Director

**FROM:** Julian Gonzales, WWM Plant Manager *J.G.*

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**ITEM**

Request to Approve the purchase of Submersible Concertor Pumps and XPC Duplex control panel for the Wastewater Treatment Plant Facility in the total amount of \$61,650.00. James, Cooke, & Hobson, Inc. (JCH), 4210 Hawkins Street NE, Albuquerque, NM 87109.

**BACKGROUND**

The original pumps were used to send scum from the primary clarifiers to the lime ramp for lime stabilization before being sent to the storage tanks. We are no longer going to send this scum to the lime ramp. Therefore we are sending it directly to the digesters. The distance is further so we need the new submersible pumps which are higher horsepower and higher flow capacity to compensate for the longer distance the scum is traveling.

**RECOMMENDED ACTION**

PUD, WWM, WWTP respectfully requests approval of a Sole Source purchase through JHC in the amount of \$61,650.00 for fiscal year 2024.

**PROCUREMENT METHOD:**

Sole Source Procurement with James, Cooke, & Hobson, Inc (JCH) as they are considered the Sole Source Vendor for these pieces of equipment.

**FUNDING SOURCE:**

The funding source is:

**Fund Name/Number:**

MUNIS Org Name/Number: WW Treatment Plant / 5000367

MUNIS Object Name/Number: Repair and Maintenance System Equipment / 520150



# CITY OF SANTA FE PROCUREMENT CHECKLIST

Contractor Name: James, Cooke, & Hobson, Inc

Procurement Title: Contract over 60K

Procurement Method: State Price Agreement  Cooperative  Sole Source  Other  3 written quotes

Exempt  Request for Proposal (RFP)  Invitation To Bid (ITB)  Contract under 60K  Contract over 60K


Department Requesting Public Utilities/ Wastewater Department Staff Name Xavier Martinez


### Procurement Requirements:

A procurement file shall be maintained for all contracts, regardless of the method of procurement. The procurement file shall contain the basis on which the award is made, all submitted bids, all evaluation materials, score sheets, quotations and all other documentation related to or prepared in conjunction with evaluation, negotiation, and the award process. The procurement shall contain a written determination from the Requesting Department, signed by the purchasing officer, setting forth the reasoning for the contract award decision before submitting to the Committees. .

### REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING\*

YES	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved Procurement Checklist (by Purchasing)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Memo addressed to City Manager (under 60K) Committees/City Council (over 60K)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	State Price Agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	RFP
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Evaluation Committee Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	ITB
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Bib Tab
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Quotes (3 valid current quotes)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cooperative Agreement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sole Source Request and Determination Form
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Contractors Exempt Letter
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Purchasing Officers approval for exempt procurement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	BAR
<input type="checkbox"/>	<input checked="" type="checkbox"/>	FIR
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Executed Contract, Agreement or Amendment
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Current Business Registration and CRS numbers on contract or agreement
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Summary of Contracts and Agreements form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certificate of Insurance
<input type="checkbox"/>	<input checked="" type="checkbox"/>	All documentation presented to Committees
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other: _____

Xavier Martinez  Administrative Manager 8/10/2023  
 Department Rep Printed Name (attesting that all information included) Title Date

 Chief Procurement Officer Aug 15, 2023  
 Purchasing Officer (attesting that all information is reviewed) Title Date

Include all other substantive documents and records of communication that pertain to the procurement and any resulting contract.

\*

## SOLE SOURCE REQUEST AND DETERMINATION FORM

This form must be forwarded to the Purchasing Officer for the City of Santa Fe Purchasing Office for processing.

Date: August 10, 2023

Prepared By: Carlos Casias

Title: WWM Administrative Manager

Vendor Name: JCH Incorporated

Address: 4210 Hawkins Street Ne

City: Albuquerque

State: New Mexico

Zip Code: 87109

**Description of Good/Service to be Procured: Replacement of pumps at the Aeration Basins, Bio-Selector Basins and the Main Plant Drain Pumps.**

Estimated Cost: \$61,650

Term of Contract: June 30, 2024

1. Explain why this is the only available source that can be meet the needs of your department.

JCH Is the Sole distributor of FLGYT brand and this type Concertor pump.

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

The company has affirmed (memo from vendor is attached) that there is no other source for this item. Our search for possible vendors proved unsuccessful; or

Other reason, please explain in full. Attach additional sheets, if necessary.

JCH owns the rights to sell and distributes FLYGT pump.

3. Explain why the price is considered fair and reasonable.

The type of technology that pump contains is well needed for the area on which is being used. It will cut cost of man hours, this we can adjust horsepower and the pump can sense clogging and stop, reducing damage and saving cost on purchasing replacement pumps.

4. Describe the efforts made to obtain the best possible price from this sole source vendor for the taxpayers. What (if any) is the total cost savings from the original quote? (Attach additional sheets, if necessary.)

The vendor did not add installation but will honor the warranty and will come do an initial startup. Therefore, giving price at a lower rate but still honoring warranty as if they installed set up.

**Approvals:**

Based on the above facts, the Purchasing Office has made the determination that the justification for the Sole Source procurement is in accordance with Section 13-1-126, NMSA 1978 and will be posted for a 30-day period prior to award.



Aug 15, 2023

Travis Dutton-Leyda  
Purchasing Officer

Date

**Pursuant to Section 13-1-126, NMSA 1978, the 30-day posting period of the Notice of Intent to Award this Sole Source request was met and no obligation to the award to the above referenced contractor were received. This Sole Source determination will be valid for a period of one (1) year from the date of the award.**

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**Travis Dutton-Leyda                      Date**  
**Purchasing Director**  
**City of Santa Fe**

**Required Attachments:**

- \*Letter from Contractor, if applicable**
- \*Agenda Item to be presented to City Council if over \$50,000 for Professional Services and \$50,000 for Goods and Non-Professional Services**



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**To:** Carlos Casias  
Santa Fe WWTP

**From:** Jonathan Polasek  
JCH/ James, Cooke, and Hobson, Inc.

**Re:** Quotation 23-095-FLT-B  
Scum Station Flygt Concertor XPC Upgrade package

**Date:** July 18, 2023

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Unless otherwise stated: Prices are firm for 30 days from bid date. Payment due Net 30 days with approved credit, else payment required prior to equipment shipment. Prices do not include sales and/or use taxes. Applicable taxes will be added to the invoice at tax rate in effect at time of shipment. Interest shall accrue on past due amounts at 1.5% per month. Should it become necessary to retain an attorney to collect any and all amounts due herein, purchaser shall be liable for any and all reasonable and necessary attorney fees and costs. Unless otherwise indicated below, Freight terms are Ex Works factory freight **allowed**.

- Existing 4" discharge elbows will need to be confirmed before ordering equipment
- Equipment quoted is not X-Proof. Please advise if required.
- JCH quotation includes shipping charges to first destination, via overland truck, FOB Factory
- Installation by others
- One startup service trip by JCH is included. If additional service is required, startup assistance is available at \$125/hour and \$1.25/ mile, billed portal to portal.
- Submittals, if required, are issued 2-4 week after receipt of order.
- Pumps are available to ship 12-14 weeks after receipt of order.
- Allow one additional week for ground transportation.
- This proposal does not include:
  - Construction, installation, concrete, mounting hardware, piping gaskets, flange bolt kits, SS anchor bolts, power connections, wiring, conduit, and any hardware and materials not specifically described below.

Please contact me at 505.344.7100 with any questions.

Thank you,  
Jonathan Polasek  
JCH, Inc.

**Scum Pump Station upgrade – Flygt Concertor XPC Package - Loose equipment**

*\*\*\*\*Note: this equipment requires 3 phase, 460VAC power at the lift station site.  
It cannot operate without 3 phase, 460VAC power.\*\*\*\**

- Two (2) Submersible Concertor pumps**  
Flygt Model NP 6020.181  
4" discharge, Hard Iron Adaptive N impeller  
Set at 10 HP, 460VAC/3PH/60HZ, 50' submersible cable

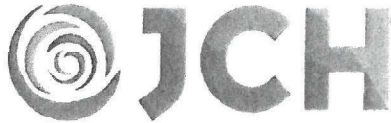
Net Price, freight allowed, FOB factory.....**\$17,080 Each \$34,160 Total**  
Installation by others.

- One (1) UL listed XPC Duplex pump control panel**  
NEMA 4X stainless steel enclosure with gasketed door  
XPC pump gateways  
Touch screen HMI  
HOAs on deadfront door  
High level alarm beacon, seal fail/ leak detection monitoring  
Power monitor on supply  
Anti-condensation heater  
Lightning protection  
Level transducer for primary level control, 2 float backup level control  
Communication of pump/ station status (including average current draw per pump) via  
Modbus and XPC gateway  
GFCI convenience receptacle  
Generator receptacle

Net Price, freight allowed, FOB factory.....**\$21,629 Each**  
Installation by others.

- One (1) Materials as Needed**
- One (1) LTU801 level transducer
- Two (2) Flygt ENM-10 float switch, 40' cable, for backup level control
- One (1) NEMA 4X stainless steel junction box for termination of lift station pump and control cables. To be mounted between wet well and pump control panel. Includes required terminal strips. Size 20" x 20" x 8".
- Two (2) Two SS lifting chains
- One (1) Flygt Grip Eye lifting device

Net Price, freight allowed, FOB factory.....**\$5,861 Package**  
Installation by others.



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**To:** Carlos Casias  
Santa Fe WWTP

**From:** Jonathan Polasek  
JCH/ James, Cooke, and Hobson, Inc.

**Re:** Quotation 23-095-FLT-A  
Scum Station Flygt Concertor XPC Upgrade package

**Date:** July 17, 2023

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Unless otherwise stated: Prices are firm for 30 days from bid date. Payment due Net 30 days with approved credit, else payment required prior to equipment shipment. Prices do not include sales and/or use taxes. Applicable taxes will be added to the invoice at tax rate in effect at time of shipment. Interest shall accrue on past due amounts at 1.5% per month. Should it become necessary to retain an attorney to collect any and all amounts due herein, purchaser shall be liable for any and all reasonable and necessary attorney fees and costs. Unless otherwise indicated below, Freight terms are Ex Works factory freight **allowed**.

- Existing 4" discharge elbows will need to be confirmed Before ordering equipment
- Equipment quoted is not X-Proof. Please advise if required.
- JCH quotation includes shipping charges to first destination, via overland truck, FOB Factory
- Installation by others
- One startup service trip by JCH is included. If additional service is required, startup assistance is available at \$125/hour and \$1.25/ mile, billed portal to portal.
- Submittals, if required, are issued 2-4 week after receipt of order.
- Pumps are available to ship 12-14 weeks after receipt of order.
- Allow one additional week for ground transportation.
- This proposal does not include:
  - Construction, installation, concrete, mounting hardware, piping gaskets, flange bolt kits, SS anchor bolts, power connections, wiring, conduit, and any hardware and materials not specifically described below.

Please contact me at 505.344.7100 with any questions.

Thank you,  
Jonathan Polasek  
JCH, Inc.



**Scum Pump Station upgrade – Flygt Concertor XPC Package - Loose equipment**

*\*\*\*\*Note: this equipment requires 3 phase, 460VAC power at the lift station site.  
It cannot operate without 3 phase, 460VAC power. \*\*\*\**

- Two (2) Submersible pumps  
Flygt Model NP 6020.181  
4" discharge, Hard Iron Adaptive N impeller  
Set at 10 HP, 460VAC/3PH/60HZ, 50' submersible cable
- Two (2) Two SS lifting chains
- One (1) Flygt Grip Eye lifting device
- One (1) UL listed XPC Duplex pump control panel  
NEMA 4X stainless steel enclosure with gasketed door  
XPC pump gateways  
Touch screen HMI  
HOAs on deadfront door  
High level alarm beacon, seal fail/ leak detection monitoring  
Power monitor on supply  
Anti-condensation heater  
Lightning protection  
Level transducer for primary level control, 2 float backup level control  
Communication of pump/ station status (including average current draw per pump) via  
Modbus and XPC gateway  
GFCI convenience receptacle  
Generator receptacle
- One (1) LTU801 level transducer
- Two (2) Flygt ENM-10 float switch, 40' cable, for backup level control
- One (1) NEMA 4X stainless steel junction box for termination of lift station pump and control  
cables. To be mounted between wet well and pump control panel. Includes required  
terminal strips. Size 20" x 20" x 8".

Net Price, freight allowed, FOB factory.....**\$61,650 Package**  
Installation by others.



Grant Stayberg  
Western Regional Territory Manager  
4109 NE 107<sup>th</sup> St., Vancouver WA, 98686  
Tel +1.503.706.0601

July 17, 2023

Re: Flygt, a Xylem Water Solutions company

Santa Fe WWTP  
73 Paseo Real  
Carlos Casias  
[crcasias@santafenm.gov](mailto:crcasias@santafenm.gov)  
505-470-5498  
Santa Fe, NM 87507

Xylem Water Solutions, Flygt brand (Flygt) is the manufacturer of Flygt pumps and parts for your wastewater process. All equipment, components and parts associated with your Flygt equipment should originate from Flygt's Factories.

Flygt, A Xylem brand solely uses James, Cooke and Hobson as it's only authorized representation/direct distributor in New Mexico, Arizona and parts of Nevada and Texas territories. All inquiries regarding Flygt equipment and parts as well as service should be routed through James, Cooke and Hobson. Below is their contact information.

This letter is in effect through an indefinite period as per their contract. If there are any changes to James, Cooke and Hobson's contract; Flygt a Xylem brand will provide written notice.

James, Cooke & Hobson Inc  
4210 Hawkins St NE  
Albuquerque, NM 87109  
Phone (505) 344-7100

If there are any questions concerning the above statement please feel free to contact me

Sincerely,

*Grant Stayberg*

Grant Stayberg  
Western Regional Territory Manager - Water Utilities



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/01/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


<b>PRODUCER</b> Daniels Insurance, Inc.-Albq. 320 Gold Avenue SW, Ste 700  Albuquerque NM 87102	<b>CONTACT NAME:</b> David Tinley <b>PHONE (A/C, No. Ext):</b> (505) 766-9676 <b>E-MAIL ADDRESS:</b>	<b>FAX (A/C, No):</b> (505) 766-9679													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Travelers Indemnity Company of</td> <td>25666</td> </tr> <tr> <td>INSURER B: Travelers Property Casualty In</td> <td>36161</td> </tr> <tr> <td>INSURER C: Federal Insurance Company</td> <td></td> </tr> <tr> <td>INSURER D: The Travelers Indemnity Company</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Travelers Indemnity Company of	25666	INSURER B: Travelers Property Casualty In	36161	INSURER C: Federal Insurance Company		INSURER D: The Travelers Indemnity Company		INSURER E:		INSURER F:
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INSURER D: The Travelers Indemnity Company															
INSURER E:															
INSURER F:															
<b>INSURED</b> James, Cooke & Hobson, Inc.  4210 Hawkins Street NE  Albuquerque NM 87109 (505) 344-7100															

**COVERAGES** JG **CERTIFICATE NUMBER:** Cert ID 36428 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			Y-630-6T422509-TIA-23	08/01/2023	08/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Empl Benefits Liab \$ 1,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			810-6T427357-23-14G	08/01/2023	08/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CUP-6T431948-23-14	08/01/2023	08/01/2024	EACH OCCURRENCE \$ 7,000,000 AGGREGATE \$ 7,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB-6T432865-23-14-G	08/01/2023	08/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Transportation			0668-61-67	08/01/2023	08/01/2024	Single Conveyance \$ 1,000,000
C	Transportation			0668-61-67	08/01/2023	08/01/2024	Deductible \$ 1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
General and Auto liability policies contain a Blanket Additional Insured provision that establishes the scope of Additional Insured coverage granted to the Certificate Holder. Where permitted by state law, and per a Blanket Waiver of Subrogation Endorsement, the Insurer waives its right to subrogate against the Certificate Holder by reason of payments made under the General and Auto liability and Workers' Compensation policies but only under the circumstances stated in the policies. General Liability policy will pay for a covered loss on a primary basis and the Company will not seek contribution from the Certificate Holder for such loss until the Company's primary limits of liability have been exhausted when required by written contract. Umbrella/Excess Liability follows form.

<b>CERTIFICATE HOLDER</b>  Santa Fe Wastewater Treatment Plant  73 Paseo Real  Santa Fe NM 87507	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**City of Santa Fe**  
Treasury Department  
200 Lincoln Ave.  
Santa Fe, New Mexico 87504-0909  
505-955-6551

## BUSINESS REGISTRATION

**Business Name:** JAMES, COOKE & HOBSON, INC.  
DBA: J C H

**Business Location:** 3810 ACADEMY PARKWAY S NE  
albuquerque, NM 87109

**Owner:** James, Cooke, & Hobson, Inc.

**License Number:** 153455

**Issued Date:** April 04, 2023

**Expiration Date:** April 04, 2024

**CRS Number:** 01-738438-00-9

**License Type:** Business License - Renewable

**Classification:** Business Registration - Standard

**Fees Paid:** \$10.00

JAMES, COOKE & HOBSON, INC.  
3810 ACADEMY PARKWAY S NE  
ALBUQUERQUE, NM 87109

THIS IS NOT A CONSTRUCTION PERMIT OR SIGN PERMIT.  
APPROPRIATE PERMITS MUST BE OBTAINED FROM THE CITY  
OF SANTA FE BUILDING PERMIT DIVISION PRIOR TO  
COMMENCEMENT OF ANY CONSTRUCTION OR THE  
INSTALLATION OF ANY EXTERIOR SIGN.

THIS REGISTRATION/LICENSE IS NOT TRANSFERABLE TO  
OTHER BUSINESSES OR PREMISES.

**TO BE POSTED IN A CONSPICUOUS PLACE**

## TAPIA, JIMMY P.

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**From:** DUTTON-LEYDA, TRAVIS K.  
**Sent:** Tuesday, August 15, 2023 10:21 AM  
**To:** TAPIA, JIMMY P.  
**Subject:** FW: Signature requested on "GB 550 JCH SOLE SOURCE"

Hi Jimmy, please reroute GB 550 JCH SOLE SOURCE with this email attached to the end.

Thank you.

Regards,

Travis Dutton-Leyda  
Chief Procurement Officer  
City of Santa Fe  
200 Lincoln Avenue  
Santa Fe, NM 87501  
505-629-8351  
[tkduttonleyda@santafenm.gov](mailto:tkduttonleyda@santafenm.gov)

<https://santafenm.gov/finance-2/purchasing-1>



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**From:** DUTTON-LEYDA, TRAVIS K. <[tkduttonleyda@santafenm.gov](mailto:tkduttonleyda@santafenm.gov)>  
**Sent:** Tuesday, August 15, 2023 10:20 AM  
**To:** DUTTON-LEYDA, TRAVIS K. <[tkduttonleyda@santafenm.gov](mailto:tkduttonleyda@santafenm.gov)>  
**Subject:** FW: Signature requested on "GB 550 JCH SOLE SOURCE"

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**From:** HEERBRANDT, PAUL F. <[pfheerbrandt@santafenm.gov](mailto:pfheerbrandt@santafenm.gov)>  
**Sent:** Tuesday, August 15, 2023 9:20 AM  
**To:** DUTTON-LEYDA, TRAVIS K. <[tkduttonleyda@santafenm.gov](mailto:tkduttonleyda@santafenm.gov)>  
**Cc:** GONZALES, JULIAN R. <[jrgonzales@santafenm.gov](mailto:jrgonzales@santafenm.gov)>  
**Subject:** FW: Signature requested on "GB 550 JCH SOLE SOURCE"

Hi Travis,  
Julian forwarded me your email and asked me to respond.

There are a multitude of reasons that we should not bid the acquisition of these pumps. They serve a specific function within the facility, pumping a heavy solids containing liquid stream into an existing piping system. The environment into which these pumps are placed require specific materials of construction and impeller design. The pump must be compatible with the control system used in the pump system, the horsepower must be adequate to provide the desired flow rate and pressure and must not draw more power than the existing wiring will allow.

For these reasons we consulted with the manufacturer of the pumps we had been using and their reps to select a pump that will meet all of these necessary conditions and will mate with the pump mounting system and controls that are already installed. Utilizing this specific pump allows us to avoid additional costs for retrofitting pump mounts, controls, etc.

For all of these reasons, we chose to use a sole source method to acquire these pumps.

Using a Low Bid acquisition for a pump for an existing pumping system can result in unintended consequences such as inadequate flow, additional costs for related systems, accelerated corrosion, or pump fouling.

I hope this answers your concerns.

Thanks

Fred

P. Fred Heerbrandt, P.E.

Engineer Supervisor Wastewater

City of Santa Fe

505-955-4623

[pfheerbrandt@santafenm.gov](mailto:pfheerbrandt@santafenm.gov)

