

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: 10/27/23

Prepared By: P. Fred Heerbrandt, P.E.

Title: Engineer Supervisor

Vendor Name: Xylem Water Solutions USA, Inc.

Address: 4828 Parkway Plaza Blvd., Suite 200

City: Charlotte

State: NC

Zip Code: 28217

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: \$23,876.00

Term of Contract: 1-year

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

The equipment quoted is a part for a larger system that drives our Leopold clarifiers. The part must be compatible with the Leopold clarifier equipment, so Leopold, which is owned by Xylem, is our only source for this part.

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.

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

This is the only source for this proprietary part.

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.)

This is the only source for this proprietary part.

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.



Travis Dutton-Leyda
Chief Procurement Officer

Jan 22, 2024

Date



Chris Falbo
Sales Engineer – Treatment, Leopold, USA

Xylem Water Solutions USA, Inc.
108 Tomlinson Drive, Suite 400
Zelienople, PA 16063
tel: 724-453-2051
email: chris.falbo@xylem.com

To Whom it May Concern,

In response to your request, Xylem Water Solutions USA, Inc. respectfully presents the following information:

Leopold, a Xylem brand, is the sole source supplier of Leopold equipment. Leopold is the manufacturer and markets the products directly to municipalities and general contractors through this office. Although we have exclusive representation throughout the U.S., we do not utilize distributors in the marketing of our products. No other spare parts are interchangeable with the Leopold product line.

We trust this information meets with your requirements. Should you have any questions or require additional information, please do not hesitate to contact us.

Sincerely,

Chris Falbo
On Behalf of Xylem Water Solutions USA, Inc.

QUOTE No.: S23226 R1

September 7, 2023

Xylem Water Solutions USA, Inc.
Leopold Products
108 Tomlinson Drive Suite 400 –
Zelienople, PA 16063

Chris Falbo
Sales Engineer
(724) 453-2051
Chris.falbo@xylem.com

Name: Carl Atencio
Company:
Address: For Santa FE, NM CV (WWSC)

Phone: (505) 955-4639
Email: cmatencio@santafenm.gov
Rep:

Thank you for your inquiry. Xylem is pleased to provide a quote for the following equipment:

Description	Part #	Quantity	Lead Time (weeks)	Unit Price	Extended Price
CV IDL ASSY 3/16 CBL	S23226-CVN-1	2	8-10	\$ 11,938.00	\$ 23,876.00
Total Price					\$ 23,876.00

TERMS AND CONDITIONS OF SALE – NORTH AMERICA This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted. Terms are available at <http://www.xylem.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between parties.

Different terms are hereby rejected unless expressly assented to in writing.

Freight Terms: DAP Jobsite **Terms of Delivery:** Freight Prepaid & Add (Incoterms 2010) **Minimum Order:** \$50.00



Lead Time to Shipping: From receipt of order as outlined in the table above. *Stated lead-times are estimated at time of quotation but may be impacted by the current COVID-19 virus pandemic including effects from supplier's raw material shortages and labor constraints as well as global transportation and logistics delays.*

Taxes: The prices quoted above do not include any state, federal, or local sales or use taxes.

Terms of payment: 100% Net 30 days

Xylem's payment shall not be dependent upon Purchaser being paid by any third party unless Owner denies payment due to reasons solely attributable to items related to the equipment being provided by Xylem Inc.

Backcharges: Purchaser shall not make purchases nor shall Purchaser incur any labor that would result in a backcharge to Seller without prior written consent of an authorized employee of Seller.

Shortages: Seller will not be responsible for any apparent shipment shortages or damages incurred in shipment that are not reported within two weeks from delivery to the jobsite. Damages should be noted on the receiving slip and the truck driver advised of the damages. Please contact our office as soon as possible to report damages or shortages so that replacement items can be shipped and the appropriate claims made.

Validity: This quote will expire in thirty (30) days unless extended in writing by Xylem Water Solutions USA, Inc.

In order to process your request properly, please provide a Purchase Order or signed quote referencing Leopold Proposal Number S# _____ and provide the following information:

- Complete Billing and Shipping Address
- Telephone Number, Fax Number and E-mail
- Contact Information (Name, Phone Number, E-mail)
- Tax Certificate (If Applicable)
- Complete Service Location Address Information
- Contact Name, Telephone Number and E-mail
- Any other applicable information you may like to add

Accepted By (Authorized Signature): _____

Printed name: _____

Date: _____

Purchase Order #: _____

Billing Name and Address:

Shipping Name and Address:

Tax exemption #: _____ OR % Sales Tax Applicable: _____

Contact person: _____

Phone number: _____

Thank you for the opportunity to provide this quotation. Please contact us if you have any questions.

Sincerely,

Chris Falbo
Sales Engineer – Leopold Products
Tel 724-453-2051
Chris.falbo@xylem.com





STATE OF NEW MEXICO
Taxation and Revenue Department



Susana Martinez
Governor

Demesia Padilla, CPA
Secretary

JOE IZZO
XYLEM WATER SOLUTIONS USA, INC
14125 SOUTH BRIDGE CIRCLE
CHARLOTTE, NC 28273

February 27, 2014
CRS: 03-286810-00-3
Letter ID: L0297577936

STATE OF NEW MEXICO TAXATION AND REVENUE DEPARTMENT
REGISTRATION CERTIFICATE

Date ID Issued 26-Feb-2014	IDENTIFICATION NUMBER 03-286810-00-3	Business Start Date 01-Nov-2011
Business Location 14125 SOUTH BRIDGE CIRCLE		Business End Date
City and State CHARLOTTE, NC		Zip Code 28273
Taxpayer Name WATER CO US INC /C/O ITT CORPORATION		Taxpayer Type Corporation
Firm Name XYLEM WATER SOLUTIONS USA, INC		Filing Frequency Quarterly
Mailing Address 14125 SOUTH BRIDGE CIRCLE		
City and State CHARLOTTE, NC		Zip Code 28273

This Registration Certificate is issued pursuant to Section 7-1-12 NMSA 1978 for Gross Receipts, County Gross Receipts, Municipal Gross Receipts, Compensating and Withholding Taxes. This copy must be displayed conspicuously in the place of business. Any purchaser of the registrant's business is subject to certain requirements under Section 7-1-61 NMSA 1978.

Division Director Tax Administration

By _____

Any inquiries concerning your Identification Number should be addressed to the Audit & Compliance Division, P.O. Box 630, Santa Fe, New Mexico 87504-0630

Form Revised 02/2003

THIS CERTIFICATE IS NOT TRANSFERABLE

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Form Revised 02/2003

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110297577936001

Leopold Sole Source_Final

Final Audit Report

2024-01-22

Created:	2024-01-22
By:	Kristy Miera (kamiera@santafenm.gov)
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"Leopold Sole Source_Final" History

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