



City of Santa Fe, New Mexico



V2 2023

SOLE SOURCE REQUEST AND DETERMINATION FORM

This form **must** be submitted to the City of Santa Fe, Purchasing Division for authorization, determination, and processing by the Chief Procurement Officer (CPO).

Please ensure to complete this form in its entirety.

Date:

Prepared By: Title:

Vendor Name:

Address:

City: State: Zip Code:

Short Description of Goods/Services to be procured:

Estimated Extended Cost: Term of Contract:

Tax is subject to change.

One (1) to Four (4) years from date of award

Sole Source Request Justification Questions 1-3:

- 1. Explain the purpose/need of purchase. Ensure to include a thorough scope of work for the services (the SOW cannot differ on the resultant contract/purchase documents), construction or items of tangible personal property (if this is an amendment request to an existing contract, attach current contract).**

The Return Activated Sludge (RAS) Pumps return the settled solids from the facility's six clarifiers to the aeration basin so the microbiology can continue to treat the wastewater. There are four RAS pumps installed in the basement of the DAF Building. These pumps match the specific hydraulic conditions of this pumping system, meeting the desired discharge rate for the existing friction generated by the existing discharge piping system. They are also compatible with the existing mounting system and electrical controls, since it is an in-kind replacement. This scope of work will provide the Flygt pumps specified and install the new pumps into their existing location and connect them to the existing electrical controls.

2. Provide a detailed explanation of the criteria developed and specified by the department as necessary to perform and/or fulfill the contract.

The contractor has affirmed sole source for the services, construction or items of tangible personal property (*Attach memo from vendor*). Provide documentation of due diligence for other possible vendors/contractors to provide the requested services/goods proved unsuccessful; or

Other: explanation of the reasons, qualifications, proprietary rights or unique capabilities (*unique and how this uniqueness is substantially related to the intended purpose of the contract*) of the prospective contractor that makes the prospective contractor *the one source* capable of providing the required professional service, service, construction or item(s) of tangible personal property. (Please do not state the source is the “best” source or the “least costly” source. Those factors do not justify a “sole source.”) *Unique and how this uniqueness is substantially related to the intended purpose of the contract.*

3. Explain why other similar professional services, services, construction or item(s) of tangible personal property *cannot* meet the intended purpose of the contract.

Since this is a replacement of two of four identical pumps, if another manufacturer’s pump is used, the hydraulic performance of these pumps would not match the existing pumps, putting in jeopardy the redundancy designed into this pumping system, which requires each pump to perform identical to the others. The use of a different pump may also utilize a different size motor, which could impact both power and control wiring, necessitating additional costs. A different pump also may not be compatible with the existing pump mounting system. Since JCH is the exclusive Xylem representative for New Mexico, they have factory trained and certified service technicians to install the Flygt pumps, which provides the greatest assurance that the pumps will be installed correctly and any issues will not void the warranty.

Approvals:

Based on the above facts, the City of Santa Fe Purchasing Officer has made the determination that the justification for a Sole Source procurement is in accordance with NMSA 1978, § 13-1-126 and shall be posted for a 30-day period prior to award.



Travis Dutton-Leyda, CPO for the City of Santa Fe

FOB Destination

Date: Dec 15, 2023

Department Approval by:



John Dupuis (Dec 13, 2023 09:04 MST)

John Dupuis Public Utilities Department Director

Date: Dec 13, 2023

Pursuant to NMSA 1978, § 13-1-126 Sole Source Procurement, 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 the term stated on the first page of this document.*

Travis Dutton-Leyda, CPO for the City of Santa Fe

Date: _____

Required Attachments:

- *Letter from Contractor acknowledging they are the only source (on their business letterhead and signed by the head of business or financial operations),***
- *Quote from sole source Contractor***
- *Agenda Item to be presented to City Council if over \$60,000 for Professional Services and \$60,000 for Goods and Non-Professional Services***



JAMES • COOKE • HOBSON

Engineered solutions. Smart Infrastructure

To: Carlos Casias
Santa Fe WWTP

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

Re: Quotation 23-126-FLT-D
Replacement Flygt A-C Pump

Date: November 13, 2023

Unless otherwise stated: Prices are firm for 90 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**

Replacement Flygt A-C RAS Pumps

This pump is the current recommended replacement for Flygt A-C Pump s/n 37560-01

Two (2) Xylem Flygt A-C Pump 10 x 10 x 21 LC
Type NSW – Horizontal Model 150, F7-C4 Frame,
10" Suction, 10" Discharge, 125# FF ANSI Flanges,
w/ Motor, baseplate, coupling, and coupling guard

Net Price, freight allowed, FOB factory.....\$74,140 per ea \$148,380 total

One (1) Installation of RAS Pumps – Including: all labor, equipment and
tools to electrically disconnect the existing pumps, remove old pumps,
temporary support connecting pipes, and install new pumps & motors.

Net Price, freight allowed, FOB factory.....\$104,234.33 total

Total price for all items listed above.....\$252,614.33 total

Clarifications/ Comments

- JCH quotation includes shipping charges to first destination, via overland truck, FOB Factory
- Please allow 32-34 weeks for delivery, ARO
- Submittals, if required, issued 2-4 weeks after receipt of order.



Water Utilities

Grant Stayberg
Western Regional Territory Manager
4109 NE 107th 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
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
Western Regional Territory Manager - Water Utilities