



REQUEST FOR SOLE SOURCE DETERMINATION

NOTICE # SS 2020-720

CITY WEBSITE POSTING DATE: 08/22/2019

STATE WEBSITE POSTING DATE: 08/22/2019

00-M0005-19-CP217

A sole source *determination* is not effective until the *sole source request for determination* has been posted for thirty (30) calendar days without challenge, and subsequently approved in writing by the Purchasing Specialist, Chief Procurement Officer and City Manager (if required).

DEPARTMENTS COMPLETE PAGES 1 & 2, DEPARTMENT HEAD SIGNATURE ON PAGE 2 CERTIFYING THE SOLE SOURCE JUSTIFICATION AND SUBMIT ENTIRE FORM ELECTRONICALLY TO THE PURCHASING OFFICE

To: Purchasing Specialist

From Department Head: Wallace Begay / Ken George Dept./Division IT/Electric Dept.

Subject: Sole Source Request for the Purchase of: Rockwell FT Viewpoint 3 Client License for Web-based access of SCADA monitoring. Rockwell Automation FT Viewpoint Client will be part of the City Electric SCADA implementation for monitoring, managing the Electrical Grid of Aztec.

Requested Vendor: Border States Electric

Annual Cost Estimate: 3648.00 Purchase Term: 1 Yr.

NIGP Code(s):

Sole Source purchases are defined as clearly and legitimately limited to a single supplier. Sole source purchases are normally not allowed except when based upon strong technological grounds such as operational compatibility with existing equipment and related parts or upon a clearly unique and cost effective feature requirement. The use of sole source purchases shall be limited only to those specific instances, which are totally justified to satisfy compatibility or technical performance needs.

*Sole Source: only one vendor possesses the unique and singularly available capability to meet the requirement of the solicitation.

**Procurements of items for which the City has established a standard by designating a brand or manufacturer or by pre-approving via a testing shall be competitively bid if there is more than one vendor of this item.

Property or Service Required:

Rockwell Automation FT Viewpoint Web Client access License

Prior Procurement (RFP/BID #/PO #):

Please describe the item or service and its function:

Allow user to access Rockwell Automation Server (SCADA) web access to view electric grid circuits.

This is a sole source* because (mark all that apply):

- sole provider of a licensed or patented good or service
- sole provider of items that are compatible with existing equipment, inventory, systems, programs or services
- sole provider of goods and services for which the City has established a standard**
Standard established _____(year)
- sole provider of factory-authorized warranty service
- sole provider of goods or services that will meet the specialized needs of the City or perform the intended function (please detail below or in an attachment)
- the vendor/distributor is a holder of a used item that would represent good value and is advantageous to the City (please attach information on market price survey, availability, etc)

What necessary features does this vendor provide which are not available from other vendors? Please be specific.

Rockwell Automation list Border States Electric as its Authorized Distributors for New Mexico / Arizona. (See Attachment A)

What steps were taken to verify that these features are not available elsewhere?

- Other brands/manufacturers were examined (please list phone numbers and names, and explain why these were not suitable)

Other vendors were contacted (please list phone numbers and names, and explain why these were not suitable).

STATEMENT OF NEED:

My department's recommendation for sole source is based upon an objective review of the product/service required and appears to be in the best interest of the City. I know of no conflict of interest on my part or personal involvement in any way with this request. No gratuities, favors or compromising action have taken place. Neither has my personal familiarity with particular brands, types of equipment, materials or firms been a deciding influence on my request to sole source this purchase when there are other known suppliers to exist.

Refer to the attached sole source justifications as prepared by our department, to the attached review of available products/services and to the completed Purchase Requisition.

Wallace Begay
Digitally signed by Wallace Begay
DN: cn=Wallace Begay, o=City of Aztec, ou=Information
Technology, email=wbegay@aztecnm.gov, c=US
Date: 2019.08.21 16:40:37 -06'00'

8/21/2019

Department Head Signature

Date

PURCHASING OFFICE FINDINGS:

Border States is the authorized distributor of Rockwell Automation products in New Mexico.

**REQUIRED SIGNATURES
(AFTER 30 DAY POSTING PERIOD WITH NO PROTESTS)**

If this sole source relates to a procurement of general services or tangible property and is less than \$10,000

- 1) the signature of the City Purchasing Specialist on this form certifies the sole source has been posted for thirty (30) calendar days and has received no challenges;
- 2) the sole source is granted as of the date of the last signature;

If this sole source relates to a procurement of general services or tangible property and is greater than \$10,000 or is for professional services

- 3) the signature of the Chief Procurement Officer on this form is the final signature required for this sole source procurement, unless procurement exceeds \$20,000; and

If this sole source relates to a procurement of general services, tangible property or professional services and is greater than \$20,000

- 4) the signature of the City Manager is the final signature required.

APPROVED

Purchasing Specialist Signature

Date

APPROVED

Chief Procurement Officer Signature

Date

APPROVED (City Manager is the FINAL signature if required):

City of Aztec City Manager

Date

**BORDER STATES**

Supply Chain Solutions™

Border States Electric Supply
Shealy Electrical WholesalersBorder States Electric - FRM
865 South Browning Parkway
Farmington NM 87401-1007
Phone: 505-324-8800City of Aztec NM
Attn Accounts Payable
201 W Chaco St
Aztec NM 87410-1915**Quote**

Page: 1 of 1

BSE Quote: 25268427
Sold-To Acct #: 14659
Valid From: 06/21/2019 **To:** 08/30/2019
PO No: SCADA**Created By:** Daniel Collins
Tel No: 505-566-5014
Fax No: 505-324-8899**Inco Terms:**
FOB ORIGIN**Payment Terms:**
Net 25th prox

Cust Item	BSE Item	Material MFG - Description	Quantity	Price Per	UoM	Value
	000020	3299363 ALB - 9522-VWP03RENM FT VIEWPOINT 3 CLIENT LIC	1 EA	3,648.00 / 1	EA	3,648.00
Total \$						3,648.00
State Tax \$ 0.000 %						0.00
County Tax \$ 0.000 %						0.00
Local Tax \$ 0.000 %						0.00
Other Tax1 \$ 0.000 %						0.00
Other Tax2 \$ 0.000 %						0.00
Other Tax3 \$ 0.000 %						0.00
Tax Subtotal \$ 0.000 %						0.00
Net Amount \$						3,648.00

To access BSE's Terms and Conditions of Sale, please go to
<https://www.borderstateselectric.com>

The quoted sales tax is an estimate only based upon the information provided in this quote and will be finalized at the time of Invoice based upon the material purchased, quantity purchased, and delivery location.

Shipping and handling fees in this quote are an estimate only and will be finalized at the time of Invoice.

All clerical errors contained herein are subject to correction. In the event of any cost or price increases from manufacturers or other suppliers, caused by, but not limited to, currency fluctuations, raw material or labor prices, fuel or transportation cost increases, and any import tariffs, taxes, fees, or surcharges, BSE reserves the exclusive right to change its pricing at the time of shipping and will provide notice of any such change to its customers prior to costs being incurred.

Location:

Search Distance:

SEARCH RESULTS

Results per page:

- BORDER STATES ELECTRIC SUPPLY**
 865 S BROWNING PKWY
 FARMINGTON, New Mexico 87401
[+15053248800](tel:+15053248800) 11.3 mi
- Border States Electric Supply**
 5601 Jefferson St NE
 Albuquerque, New Mexico 87109-3412
[+15053441313](tel:+15053441313) 139.7 mi
- BORDER STATES ELECTRIC SUPPLY**
 5519 E Washington St
 Phoenix, Arizona 85034-2133
[+18022440331](tel:+18022440331) 323.4 mi
- Border States Electric Supply**
 8101 Lockheed Dr
 El Paso, Texas 79925-2501
[+19157717767](tel:+19157717767) 359.4 mi
- Border States Electric Supply**
 763 E Macarthur Cir Ste 1
 Tucson, Arizona 85714-3315
[+15202941414](tel:+15202941414) 362.9 mi

