



# City of Yakima

## SOLE/SINGLE SOURCE JUSTIFICATION

Revised October 2020

Your Name    Mike Price	Your Department/Division    Public Works/Wastewater
Your Phone    509-249-6815	Requisition Number
Requested Vendor    Whitney Equipment Co., Inc	Cost Estimate (Including TAX)    250,000. <i>Per Yr.</i>
Vendor's Address    16120 Woodinville Redmond Road NE City, State & Zip    #3, Woodinville WA 98072	Vendor e-mail & Website    matt@weci.com
Vendor Contact Name    Matthew Ferree	Vendor Phone    425-205-2742

1. ARE FEDERAL FUNDS BEING USED?     YES     NO

If Federal Funds are being used, a Cost Price Analysis, prior to requesting Sole Source, MUST also be attached. (See City Purchasing Manual for form).

2. What are you purchasing? Describe product, service or system. Attach all information (Quotes, etc.).

Diagnostic and repair services to Flygt explosion proof wastewater pumps. At times, may include replacement of Flygt pumps up to 100 HP.

**\*\*\* Below are eligible reasons for sole source. Check all boxes below that apply to your sole source situation and attach any useful documents to justify the sole source. List who you contacted, what they said and how you verified their accuracy.**

- Compatibility/Standardization to existing City standard or to existing equipment, inventory, systems, data, programs or service.** Describe. List efforts to find other sources (attach documentation, e.g. Internet Screenshots, etc.).
- Patented Product.** Attach documentation to confirm propriety (patent letter, etc.) and describe why the patented features are critical to your operation.
- Only Authorized Service Provider, Repair and/or Warranty Services.** Attach proof in writing from the MANUFACTURER (not the vendor) confirming there is only one dealer authorized to sell/service in our area.
- Unique design:** Requires unique features that are essential, aesthetic requirements, or not possible to match to existing design or equipment. Document the unique specifications that are needed which drove the research in finding a product that fits the specific needs of your department. Explain why these features are critical to your operation.

Pump configuration, electrical connections, engineered applications are all unique to Flygt explosion proof pumps. Timely procurement of parts, services, and replacement is crucial to ensure reliable wastewater conveyance and treatment.

Is written certification attached?     YES     NO

- Special Market conditions:** Can be used to purchase items at auction (RCW 39.30.045) or other items that are offered at a very favorable price and will be sold before and entity will have a chance to complete the bidding process (e.g. a flood is coming and you must obtain sandbags immediately), or only one supplier can meet required delivery date (describe why the delivery date is critical and list efforts to find other suppliers to meet the delivery date).
- Other** Please Describe

3. **Is this product/service available only through one vendor?**       YES     NO  
 If yes, attach documentation that supports the screening process you performed to confirm. (e.g. Internet Screenshots, etc.)



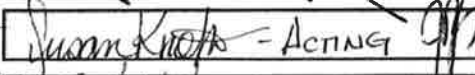

4. **Is this a one-time purchase?**       YES     NO  
 If NO, explain.  
 The Wastewater Division utilizes 30 Flygt pumps to convey wastewater to and through the treatment plant. The pumps range in size from 2 HP to 100 HP.

5. **Why is this a sole source vendor?**  
 (tell the story).  
 Whitney Equipment is the only authorized service provider in Washington. All authorized Flygt parts and services procured for Washington locations are provided by Whitney Equipment.

6. **What efforts were made to assure the City is receiving the lowest or best price possible?**  
 Describe and attach a document showing due diligence.  
 Adapting non-Flygt pumps to existing infrastructure is costly and time consuming. Whitney Equipment has negotiated with the City of Yakima to offer a 5% discount on any repair parts ordered for Flygt pumps.

**STATEMENT OF NEED/CONFLICT OF INTEREST**

My division's recommendation for sole source is based upon an objective review of the good/service being 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, favor, 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.

Signature of Requester	<div style="border: 1px solid black; padding: 2px;">Michael A. Price <small>Digitally signed by Michael A. Price Date: 2023.02.07 12:07:45 -08'00'</small></div>	Date	_____
Signature of Division Manager	<div style="border: 1px solid black; padding: 2px;"></div>	Date	<u>2/7/23</u>
Signature of Department Head	<div style="border: 1px solid black; padding: 2px;"></div>	Date	<u>2/9/23</u>
Signature of approval by Purchasing Manager	<div style="border: 1px solid black; padding: 2px;"></div>	Date	<u>02/15/23</u>
Approval by Executive	<div style="border: 1px solid black; padding: 2px;"></div>	Date	<u>2/21/2023</u>

**Please complete entire form and forward to Purchasing.**



**Mark A Shaw  
SE Territory Manager  
Flygt Products  
Xylem Water Solutions, Inc.**

**766 N Sandy Ln  
Elkhorn, WA 53121  
Cell 262 227 3763**

**mark.shaw@xyleminc.com**

January 1, 2022

Subject: Factory authorized distributor for Flygt products and service

To Whom It May Concern:

This letter is to inform you that

Whitney Equipment Company, Inc.  
16120 Woodinville Redmond Road Unit 3  
Woodinville, WA 98072  
425-486-9499

is the exclusive factory authorized distributor of Flygt pumps and accessories for the Municipal and Industrial markets for the entire State of Washington and the Industrial market for the entire State of Oregon. Whitney also has Municipal and Industrial for the following counties in Idaho: Benewah, Bonner, Boundary, Clearwater, Kootenai, Letah, Lewis, New Perce, Shoshone. Whitney is also the sole factory authorized service center for Washington, employing factory-trained mechanics that are capable of servicing all Flygt products manufactured by Xylem Water Solutions.

We are confident that Whitney Equipment Company will be able to provide expert advice in a professional manner for any of your pumping needs.

Your interest in Flygt products is genuinely appreciated.

Sincerely,

*Mark A Shaw*

Mark A. Shaw  
Territory Manager  
Flygt Products, a Xylem brand  
262 227 3763