



Sole Source Acquisition Request

1. Fully describe the product(s) and/or service(s) being requested.

Used for site servicing and repair of electrical controls and software for Programmable Logic Controllers (PLCs) at 23 water systems and 16 sewer systems. These facilities operate 24 hours per day 7 days per week. The electrical controls and PCLs are pivotal to the operations of the water and sewer systems.
2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.

A-C Electric Company
PO Box 6060
Fresno, CA 93703
Contact Person - Mark Woolf
Phone # (559) 277-3488
E-mail - markwoolf@a-cautomated.com
3. What is the total cost of the acquisition? If an agreement, state the total cost of the initial term and the amounts for potential renewal terms.

\$562,500 Non-Taxable Labor and Services
\$187,500 Taxable Parts
\$750,000 Total
4. Identify the unique qualities and/or capabilities of the service(s) and/or product(s) that qualify this as a sole source acquisition.

The software for PLCs are individually written by the technician and are specific for each system. This vendor has specialized experience and knowledge of the PLCs in use due to the fact that they wrote the specific programs that run the various water and sewer facilities. Without the specialized experience in the PLCs it would be nearly impossible for a new vendor to have the programs to make changes or updates to the existing PLCs. This would mean that old systems would need to be replaced at a significant cost which would ultimately affect the rates paid by the customers of the various water and sewer systems.
5. Explain why the unique qualities and/or capabilities described above are essential to your department.

The PLCs are vital to the operation of the Special Districts water and sewer systems. The programs that have been written and maintained in the past are still functioning and operating systems today. This keeps operational costs down for the systems. If the PLCs are replaced due to new vendors, the increased costs would need to be passed through to the customers in increased service rates. Going through a rate adjustment process costs the various water and sewer districts further administration staff time as these processes are very time consuming and there is no guarantee that the increased rates will be approved by the customers.
6. Provide a comprehensive explanation of the research done to verify that there is only a sole vendor that is capable of providing the required service(s) and/or product(s). Include a list of all other vendors contacted with regard to providing the requested product(s) and/or service(s) and indicate their response.

A-C Electric wrote the programs that run the Special Districts water and sewer systems. They used proprietary software which means that switching to a new vendor would require changes to the programs and software. This would be incredibly costly to the districts and could initiate the need for a rate adjustment to the customers of the various systems. Using a new vendor would also require the training of new people on the control work. The usage of other vendors has been tried in the past. Other vendors have been unable to work on or update existing software in the controls of the various water and sewer systems.

cbump 04/01/2021 10:22:14 AM

Requested By:

Principal Staff Analyst

Title

[\[✕ Sign\]](#) Double click!

I approve this request to sole source for the service(s) and/or product(s) identified herein.

stwhite 4/1/2021 11:15:06 AM

Department Head Signature

[\[✕ Sign\]](#) Double click!

gcornuelle 4/1/2021 2:08:49 PM

Purchasing Manager Signature

[\[✕ Sign\]](#) Double click!