



CITY OF HARRISONBURG
FINANCE
& PURCHASING

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Sole Source Procurement Award Notification

Department: Public Utilities

Date: January 30, 2026

Vendor: Aquanuity

It is the policy of the City of Harrisonburg that contracts be awarded on a competitive basis and that the use of a sole source procurement must be limited to those instances where only one source is practicably available. Personal preference for certain brands or products does not adequately justify limiting competition. Per Virginia Code 2.2-4303 and 2.2-4360 the sole source document must be posted online for a minimum of ten (10) days before purchasing the product/service.

1. Explain why this is the only product or service that can meet the needs of the department making the purchase.

HPU utilizes contracted engineers Wiley Wilson for system-wide hydraulic modeling. WW has announced their transition to the Aquanuity software. HPU has reviewed the new software and finds improved functionality at a lower annual support subscription cost.

2. Explain why this vendor is the only practicably available source from which to obtain this product or service.

HPU is transitioning to Aquanuity to stay in step with the contracted engineer's software versioning.

3. Explain why the price is considered reasonable. (*How does the pricing compare to similar products and if known, how does pricing compare to similar entities?*)

The vendor has offered a 50% discount on the initial subscription cost. The former hydraulic modeling software carried an annual subscription fee of \$9,308. The new Aquanuity annual subscription is quoted as \$5,000.

4. Describe the efforts that were made to conduct a noncompetitive negotiation to get the best possible price for the taxpayers. (*What efforts have been made to obtain the best pricing? Sole Source purchases should still be negotiated to obtain the best fair and reasonable price.*)

Through discussions with the software sales representative, the City has been offered 50% discount on the \$18,000 initial subscription cost; \$9,000 savings.

Dept. Signature:

A handwritten signature in blue ink that reads "David A. Lee".

Date:

A handwritten date in blue ink that reads "1/30/26".