

Sole Source Procurement Instructions

Department: Public Works

Date: 03/03/2025

Vendor: Big Belly Solar

It is the policy of the City of Harrisonburg that contracts/products 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.

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

Big Belly Solar high compaction trash bins are the only ones on the market that also utilizes bins with grab bars that can be utilized by City trash truck automatic lifters.

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

City of Harrisonburg purchased the same units in 2023. Quality and consistency of same units throughout downtown area is critical.

3. Explain why the price is considered reasonable.

Pricing comparable to recent purchase.

4. Describe the efforts that were made to conduct a noncompetitive negotiation to get the best possible price for the taxpayers.

Unable to find any other providers that sell high capacity solar trash bins with carts with lift bars that match City of Harrisonburg collection vehicles lifters.

Please attach this form to the Requisition and forward to Purchasing.

Signature: Harsit Patel Date: 3/3/2025



February 26, 2025

Harsit Patel
320 East Mosby Road
Harrisonburg, VA 22801

Subject: **Justification of Sole Source of Supply**

Dear Mr. Patel:

Big Belly Solar, LLC (“Bigbelly”) is pleased to provide the following information in connection with the City of Harrisonburg’s consideration of using Bigbelly as a sole source supplier for a pending procurement.

As of the date of this letter, in North America, for the City of Harrisonburg account, only Bigbelly may sell and service the Bigbelly-manufactured smart waste and recycling system and the CLEAN monitoring system, which includes solar-powered compacting and non-compacting public space receptacles with data collection and monitoring capability for waste and recycling operations (the “Bigbelly Products”).

Bigbelly has developed and maintains a portfolio of exclusive intellectual property and proprietary use rights for the Bigbelly Products, including:

- Patents – U.S. and international (both granted and pending)
- Copyrights and Trademarks

For the City of Harrisonburg, Bigbelly Products must be procured by the City from Bigbelly directly; none of Bigbelly’s North America agents or distributors is authorized to make that sale.

Please do not hesitate to contact us with any further questions.

Sincerely,

BIG BELLY SOLAR, LLC

Signed by:
By: Brian Phillips
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Brian Phillips, CRO