

Sole Source Procurement Instructions

Department: Public Works

Date: 9/24/2025

Vendor: Econolite Systems

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.

In 2011 the City purchased the Econolite Centrac software to manage the city's traffic signal network. Econolite Mobility is a web based software that is an upgrade to the current server based Centrac software. This is the only software that works with our current traffic signal controllers.

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

Centrac Mobility is an Econolite based software that works with the traffic signal controllers that the City uses in all of our traffic signals. Econolite is the only vendor that can provide the Centrac Mobility software to manage the city's traffic signal network.


3. Explain why the price is considered reasonable.

The cost of this system includes the configuration, maintenance and cloud storage for the system.

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

Econolite is the only vendor that can provide the software.

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

Signature: Shawn Adams  Date: 9-24-25