

Sole Source Procurement Instructions

Department: PUBLIC UTILITIES

Date: 07/16/2025

Vendor: Ferguson

Product/Service: Sensus Meters - Size 5/8"- 8"

It is 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. Per Virginia Code 2.2-4303 & 2.2-4360, the sole source document must be posted online for a minimum of ten (10) days before purchasing the product/service.

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

Meters have been sole source Sensus for 30+ years with the City of Harrisonburg. Sensus meters are compatible with our Sensus Autoread technology for reading meters. We have explored and approved other meters on a trial basis with the understanding that they must be compatible with our Sensus meter reading technology. Although we find our system will communicate with other registers to obtain a reading they do not not give the full compatibility of alarms that are vital to the level of service we provide.

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

Sensus meters are approved by our Product Review Committee and is compatible with our meter reading technology, giving not only readings but offering full alarm capabilities. Our field personnel have specialized training with Sensus meters and Sensus Autoread technology to include specific equipment such as the VGB and VXU that are proprietary to Sensus. An in-depth submittal process to review specification for compatibility to our system would be required to include our large meter testing contract.

- 3. Explain why the price is considered reasonable.**

We have received price quotes from vendors for approved meters by the Product Review Committee compatible with our Sensus reading system, less the alarms. Ferguson supplies the Sensus meters in the lay length and sizes we require in our applications without special order. There would be an additional cost involved in training and technology/equipment should another meter be considered in these applications.

- 4. Describe the efforts that were made to conduct a non-competitive negotiation to get the best possible price for the taxpayers.**

We have considered other meters on an emergency award basis due to lead time and lack of product availability. We found other meter providers are experiencing delays in product availability and extended lead times greater than or equal to our current provider. Other meters may be read with our current system but do not "speak the same language" to provide the full alarm capabilities that a meter of the same brand and manufacturer provides, therefore we consider other meters not compatible in this application.

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

Signature: Sherri L Barb-Sherman

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