

Sole Source Procurement Instructions

Department: Public Utilities

Date: 2/13/2024

Vendor: Corrpro

Product/Service: Cathodic Protection Services

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. 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.

Harrisonburg Public Utilities has a critical raw water main that is in very corrosive soil and has a expansive and expensive break history. Anodes are the only way to protect this main from further corrosion without putting the line out of service for replacement.

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

Harrisonburg Public Utilities did a pilot program with this company in 2022 where the company reviewed historical documents, made recommendations, and did field tests to create a custom design. To make purchases for the next phases, a new company would not have the needed knowledge and would likely need to start from scratch.

3. Explain why the price is considered reasonable.

A single break on this line in 2014 caused over \$50,000 in damages. The price for this project is considered reasonable as a preventative measure because a reactionary cost to the multiple breaks in this area would be much more significant.

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

As described above, this preventative measure ensures a much lower price than allowing the corrosion to continue and causing catastrophic breaks. Research was done in 2012 and 2013 by the previous assistant director to find the most cost effective way to slow corrosion of this critical asset, which was determined to be the placement of anodes.

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

Signature: Micaela Smith

Date: 2/13/24