



## REQUEST FOR SOLE/SINGLE SOURCE

To: Procurement Division or for use at the Board of Supervisors

\*to include in AgendaQuick

From: Yolo County Flood Control & Water Conservation District (independent special district of Yolo County)

Reference Number:

Since sole/single source purchasing is an exception to the normal procurement function, it must be objectively justified. Completion of this form should facilitate that process and provide a written record of the basis used in sole procurement decisions. **Completion of this request does not constitute approval.**

<b>Supplier Name:</b>	CAL AQUA (Environmental AQUA, Inc.)
<b>Street Address:</b>	896-D Aldridge Road
<b>City/State/Zip:</b>	Vacaville, CA 95688
<b>Phone:</b>	800.447.2778
<b>General Description of Commodity or Service requested to be Purchased and its function:</b>	
Hauling of potable and non-potable water deliveries to dry well owners within Yolo County.	

*Note: Please use as much space needed to completely answer each question, or attach additional pages.*

1) Explain why this is the only product or service that can meet the needs of the Department.

During the summer of 2021, Cal Aqua was the only vendor that was found to deliver full-time potable and non-potable water deliveries to property in Yolo County. The other companies found in Yolo County are construction water haulers and can only deliver after hours.

At the July 27, 2021 Board of Supervisors meeting, the County Board of Supervisors adopted Resolution No. 21-98 proclaiming the existence of a local drought emergency. Water hauling to properties with dry wells was considered emergency activities within the County as it is for the immediate preservation of public health, welfare, and safety (PCC §1102, 10340)

2) What necessary features does this vendor provide which are not available from other Vendors?

Full-time water delivery service in Yolo County.

3) Why are these specific features/qualifications required?

4) Why are other sources providing like goods or services unacceptable?

There were no other options available with full-time service in the County.

5) What other products/services have been examined and rejected?

See above.

6) Will this purchase obligate us to a particular vendor for future purchases?  
(Either in terms of maintenance or more "like" items in the future)


No.

7) Explain why the price for this commodity/service is considered to be fair, reasonable, and the best possible price, and explain the negotiation efforts that were taken to obtain this price.

Based on the immediate need and demand for water hauling services, there was not a negotiation over the price; however, the quoted price was compared to the 2015 drought emergency when the County implemented the Groundwater Assistance Program and provided a similar water hauling service. The cost per gallon was similar to the 2015 program.

8) Explain the impact to the County if the Sole/Single Source justification were not approved.

**I have made a diligent effort to review comparable products or services. I feel confident that the sole/single source purchase is justified and feel confident in explaining the justification to the general public. I hereby certify as to the validity of the information and feel confident this justification for sole/single source would withstand audit or vendor protest.**

REQUESTERS NAME	SIGNATURE	DATE
Kristin Weivoda		5/16/23
DEPARTMENT HEAD NAME	SIGNATURE	DATE
Gerardo Pinedo		5.16.23

Based on the above statements and justification, I hereby agree with the purchase of this product or service on a sole/single source basis.

PURCHASING AGENT SIGNATURE REQUIRED * (NO SIGNATURE REQUIRED FOR BOS CONTRACT APPROVALS)	DATE
 <small>DocuSigned by: 9146D66FCD19412...</small>	5/17/2023