

SOLE SOURCE NOTICE AND DETERMINATION FORM

A sole source *determination* is not effective until the *sole source notice* has been posted for thirty (30) calendar days without challenge.

I. Name of Entity: City of Bloomfield
Chief Procurement Officer: Dustie Sheets
Telephone Number: 505-333-7820
Email Address: dsheets@bloomfieldnm.gov

II. Name of prospective Contractor: HACH Company

Address of prospective Contractor: 5600 Lindbergh Dr, Loveland, CO 80539
Contact Name: Monica Torres
Contact Telephone Number: 800-227-4224
Contact Email Address: monica.torres@hach.com
Amount of prospective contract before tax: \$11,657.00
Term of prospective contract: 1 year, December 2023-December 2024

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the prospective contract:

Hach equipment is used at the City of Bloomfield's Water Treatment Plant and only Hach personnel are authorized to work on the equipment.

IV. Provide an explanation of the criteria developed and specified by the entity as necessary to perform and/or fulfill the contract and upon which the entity reviewed available sources. (Do not use "technical jargon;" use plain English. Do not tailor the criteria simply to exclude other contractors if it is not rationally related to the purpose of the contract.)

The service contract is for Hach Company to service Hach equipment at the City of Bloomfield water plant. Hach equipment is used to monitor water pH, turbidity, hardness and chlorine during production keeping the City's water in compliance with government standards.

V. Provide a detailed, sufficient explanation of the reasons, qualifications, proprietary rights or unique capabilities of the prospective contractor that makes the prospective contractor *the one source* capable of providing the required professional service, service, construction or item(s) of tangible personal property. (Please do not state the source is the "best" source or the "least costly" source. Those factors do not justify a "sole source.")

Hach equipment is used at the City of Bloomfield's Water Treatment Plant and only Hach personnel are authorized to work on the equipment.

- VI. Provide a detailed, sufficient explanation of how the professional service, service, construction or item(s) of tangible personal property is/are ***unique and how this uniqueness is substantially related to the intended purpose of the contract.***

Hach equipment is used at the City of Bloomfield water plant to monitor water pH, turbidity, hardness and chlorine during production keeping the City's water in compliance with government standards. Only Hach personnel are authorized to work on Hach equipment.

- VII. Explain why other similar professional services, services, construction or item(s) of tangible personal property ***cannot*** meet the intended purpose of the contract.

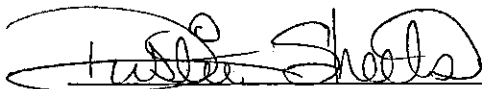
Only Hach personnel are authorized to work on Hach equipment.

- VIII. Provide a narrative description of the entity's due diligence in determining the basis for the procurement, including procedures used by the entity to conduct a review of available sources such as researching trade publications, industry newsletters and the internet; reviewing telephone books and other advertisements; contacting similar service providers; and reviewing the State Purchasing Agent's vendor list. Include a list of businesses contacted (***do not state that no other businesses were contacted***), date of contact, method of contact (telephone, mail, e-mail, other), and documentation demonstrating an explanation of why those businesses could not or would not, under any circumstances, perform the contract; or an explanation of why the agency has determined that no businesses other than the prospective contractor can perform the contract.

The City of Bloomfield has utilized Hach equipment for years at the Water Treatment plant and only Hach personnel are authorized to work on Hach Equipment.

Certified by:

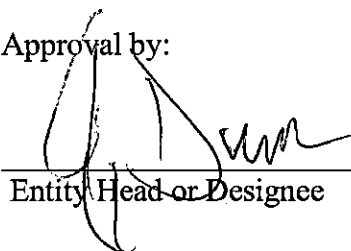
Date: 9-19-2023



Chief Procurement Officer

Approval by:

Date: 9-19-2023



Entity Head or Designee