

Fredericksburg City Public Schools
Sole Source Justification

PURPOSE: State law and City regulations require that FCPS procure products and services via competitive processes. A sole source procurement represents a unique exception to the legal requirement for competition and is subject to audit and public review. Completion of this form by your department is intended to document that only this product/service will meet your department's essential requirements and that only one vendor can provide the product/service requested. Vendors are not permitted to complete this form for your department. Note: Price is not a factor in determining if a product/service is a sole source. All Sole Source requests must be reviewed by the Finance Department and approved by the Department head or designee. All approved Sole Source Justifications must be posted on the FCPS website.

Department: Deputy Superintendent's Office

Proposed Vendor: Trane U.S. Inc. Price: \$79,970

Product/Service Description: MultiStack chiller compressor replacement at Walker-Grant Middle School

- 1. Explain why this is the only product or service that can meet the needs of FCPS. What are the unique features of the product or service that are not available in any other product/service and are essential to required minimum performance? Provide such specific, quantifiable factors/qualifications. (Provide specific details on the compelling functional and/or technical reasons why the requested product service is the only one that can satisfy the requirement.)**

This is the only compatible replacement part that will allow the unit to perform correctly.

- 2. Explain why this vendor is the only practicably available source from which to obtain this product/service. (Provide specific details on the compelling expertise, experience and/or qualifications that support why the requested vendor is the only one that can provide the required product/service(s). Note that if this product/service is available through multiple distributors, it is not justifiable as a sole source.)**
- Trane has been responsible for servicing this unit as part of the Service Agreement with Frederickburg City Public Schools.

- 3. Explain why the price is considered reasonable and describe efforts that were made to negotiate the best possible price or terms. (Provide specific details on how the price and/or terms of the contract were negotiated. The best possible price and terms must still be negotiated.)**

Trane is contractually obligated to estimate within pre-approved labor rates and equipment discounts.

- 4. Will this purchase obligate FCPS to this vendor for future purchases (e.g., annual support/maintenance and/or future upgrade requirements)? If yes, provide details. (If yes, provide information regarding the duration of any potential commitments as well as the estimated costs for such commitment.)**

No.

DEPARTMENT APPROVAL

The department certifies that the information submitted is accurate and complete. This document may be used for auditing purposes and to defend the purchase against any type of protest.

Name / Title: Matthew Eberhardt Deputy Superintendent

Date: 4/15/2021 Phone #: 540-372-1130 Email: meberhardt@cityschools.com

Note: The final determination of sole source validity will be made by the Finance Department.

Revised April 2021