

Attachment B

Sole Source

SOLE SOURCE/BRAND REQUEST

When a request is made for a non-competitive purchase and the specifications limit the bidding to one source and/or one brand or trade name, the requesting department must complete the following:

VENDOR/COMPANY NAME: Hitachi Energy USA, Inc.

1. Please check one:

- ☐ **SOURCE:** Item is available from one source only. Item is one-of-a kind and is exclusively sold through a regional authorized distributor or the manufacturer is the only distributor.
- ☐ **SOLE BRAND:** Various sources can supply the specified model and brand, and competitive bids will be solicited for the requested brand only. Meets form, fit and function - nothing else will do.
- ☒ **STANDARDIZATION REQUEST:** The City of Victorville VMUS (Department name)
Department requires the item(s) to standardize parts; design; quality; training; etc...

2. What are the unique performance features of the product / brand requested that are not available in any other product / brand? (For services: What unique qualifications, rights, licenses does this vendor possess?)

Dimensions for cabling connections, type of connection points, and performance equipment.

3. Why are the unique performance features REQUIRED (not merely preferred), and how would your requirement be inhibited without this service or item? N/A

VMUS would not be able to change damaged equipment out quickly, causing longer down time for affected customers. Design and installation of new services would be delayed using non-standardized equipment.

4. If justification is based on matching and/or interdependent with existing equipment (refer to 1. Standardization Request), list the quantity, manufacturer, brand, and model of the existing equipment and why the matching is required.

Hitachi Energy USA, Inc. ("Hitachi") is the manufacturer of the standardized transformer used by VMUS. Pacific Utilities is the sales/marketing division of Hitachi, and unlike other suppliers, has no mark up on their quotes for Hitachi transformers. Standardization of transformers helps reduce maintenance and training costs, creates efficiencies in regards to part's interchangeability, and reduces outage downtimes for customers in the event of a transformer failing.

I am aware of the City of Victorville's policy for competitive bidding and the established criteria for sole source/sole brand purchasing. Therefore, I feel confident that this request for sole source/sole brand procurement meets the City of Victorville's criteria and will withstand an audit or a vendor protest.

Requestor:	<u>Melissa Wycoff</u> (Print Name)	<u>Melissa Wycoff</u> (Signature)	<u>04/20/2023</u> (Date)
Dept. Director:	<u>Brenda Hampton</u> (Print Name)	<u>Brenda Hampton</u> (Signature)	<u>04/20/2023</u> (Date)
Finance Director:	<u>JOHAN MENDOZA</u> (Print Name)	<u>[Signature]</u> (Signature)	<u>04/20/2023</u> (Date)