Sole Source Procurement Instructions

Department: Parks & Rec/Golf Course **Date: 11-14-16**

Vendor: HydraSmart

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. Personal preference for certain brands or products does not adequately justify limiting competition.

1. Explain why this is the only product or service that can meet the needs of the department making the purchase.

   HydraSmart are the only products currently on the market utilizing technical grade nutrients that are derived from the specialty citrus agriculture market and adapted for use on turf.
   HydraSmart utilizes proprietary additives (such as multiple different types of systemic acquired resistance elicitors) proven to reduce dependency on traditional chemical pesticides in the specialty agricultural market.
   HydraSmart's (patent pending) process of silica reaction solutions are the only products available in turf where silica can be tank mixed with other nutrients at a very high level (up to 0.04 lbs / 1000), used in specialty agriculture as a disease suppressant, opposed to standard chemical pesticides. (The ability to tank mix important silica amendments saves money by eliminating the need for additional "stand alone" spray applications).

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

   HydraSmart is the only source combining only acetate based nutrients, glucoheptonate and citrate based chelators, proprietary SAR elicitors, proprietary biostimulants and high levels of silica in the turf and ornamental market. All of which have proven in turf and specialty agriculture to be plant stimulants that fight off stress, creating a healthier plant.

3. Explain why the price is considered reasonable.

   The cost of HydraSmart has proven to be under market compared to a traditional nutritional and biostimulants solution. Given the caveat that the product lines are different and proprietary in their own way, direct comparisons are imperfect, however comparing two similar monthly application programs, HydraSmart is 47% less costly than a competing product line we use.

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

   Due to the uniqueness (hence, sole source justification) of these product formulations and the specialty application they provide, it's difficult to make apples to apples comparison to current products in use as basis for negotiating a fair price. However, in keeping with "discount off list" bids on the City's materials contract, we have negotiated a 5% discount off list price year long, and 7.5% off list for a minimum order commitment made Oct-Dec (Early Order Program).

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

Signature: _____ Date: 11/14/16

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