



DEPARTMENT OF PUBLIC WORKS / WASTEWATER DIVISION

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Memorandum

TO: Leigh Griffing, Procurement Officer
FROM: Wendy Gay
SUBJECT: Sole Source Vendor Designation
DATE: July 12, 2023

(For Fiscal Year 2024: July 1, 2023 through June 30, 2024)

The City of Missoula Wastewater Division is requesting permission to designate 2G Energy Inc. (2G) as the sole source vendor for parts and service for the Wastewater Treatment Plant for the 2024 fiscal year. Under the City's purchasing rules, a sole source determination can be made under limited circumstances. Below is an excerpt from the purchasing policy and the italicized comments explain how 2G meets those criteria.

Sole source purchases. Under some limited circumstances, a department may need to consider making a sole source purchase for a supply or service available from only one known vendor. Because this purchase occurs without benefit of competition, departments should exercise great reluctance to use this procurement method.

- i. Sole source procurement is permissible under the following circumstances:
 - a. The compatibility of current services or equipment, accessories, or replacement parts is the paramount consideration;

2G is the manufacturer of the wastewater facility's combined heat and power (CHP) system. Authorized replacement parts are only available from 2G and there is no alternative supplier. Most of the parts are Original Equipment Manufacturer (OEM) by 2G and there is no alternative source. As part of the CHP System Maintenance Agreement, the City is required to purchase and maintain 2G recommended spare parts.

There is no alternative, equivalent product to the one required;

- b. There is only one acceptable or suitable source for the supply or service item;

2G is the only authorized source for service as per attached 2G letter dated April 8, 2019.

- c. Grant terms specify the equipment to be purchased.

Not applicable

Approved:



Leigh Griffing, Procurement Officer

07/14/2023

Date



[Jordan Hess \(Jul 17, 2023 13:29 MDT\)](#)

Jordan Hess, Mayor

07/17/2023

Date