

Snohomish County

“PROPRIETARY” (SINGLE SOURCE) PURCHASE JUSTIFICATION FORM (SCC Section 3.04.180)

Requisition No.:	SS-23-001RB	Department:	Solid Waste
Recommended Vendor(s), if any: SSI Shredding Systems, Inc 9760 SW Freeman Drive Portland, OR 97070	Date:	03/02/2023	
	Estimated Cost/Price:	\$250,000	
	Contact Person:	Jessica Haverfield	
<input checked="" type="checkbox"/> Ongoing Purchase/Replacement <input type="checkbox"/> Perpetual		<input type="checkbox"/> New Purchase	
If an Ongoing/Replacement Purchase, what was the prior year expenditure? <u>\$137,799</u>			

Please submit “Proprietary” (Single Source) requests directly to the Purchasing Division:
 Routing location: MS# 507 / Email: purchasing@snoco.org / Fax: 425-388-3931

Completion of this form is required in advance of all “Proprietary” purchases in excess of \$5,000.

Check one of the following that best describes the proposed purchase (both if applicable):

- Only one vendor reasonably exists for the required product/service (“single source”).
- For standardization (“compatibility”) of equipment or systems.

1. In ‘layman’s terms’, describe the purpose or function of the requested product or service.

Solid Waste has seven compactors manufactured by Shredding Systems Incorporated (SSI) to process garbage through four Transfer Stations. These compactors require new parts for regular maintenance and repairs of parts that frequently wear out or incur damage.

2. If the particular product or service was not available or could not be purchased, how would the department proceed with its work?

Solid Waste would not be able to accept and process garbage without functioning compactors. Without compactor operation the entire Division would be required to shut down.

“Single Source” (if applicable):

3a. Explain why the product or service requested can only be reasonably obtained from one vendor (a “single source”) to meet your requirements and why alternative vendors are unacceptable. Be specific with regard to any unique features, characteristics, requirements or capabilities.

The required components are proprietary parts from SSI. These are custom manufactured parts that are not available elsewhere.

3b. Explain (i) how the requested purchase will produce meaningful standardization/compatibility of equipment or systems, and (ii) why the proposed standardization/compatibility will be beneficial for your operations and the County.

- (i) The SWD has standardized on SSI compactors. SSI is the only producer of these parts.
- (ii) Solid Waste relies on replacement parts to ensure continued operations at the all Facilities.

4. Explain why this vendor is the only source reasonably available (in the case of “Single Source”), or the best source (in the case of “Compatibility”), from which to obtain this product or service.

SSI is the only producer of these proprietary parts. They are unavailable to be purchased elsewhere.

5. Describe the market research that was conducted and the results, if any, or why a market survey was not conducted.

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Solid Waste and Purchasing Divisions have performed market research that established that SSI compactors are manufactured exclusively by the single vendor who has proprietary rights in the design, sale, and manufacture of the equipment and replacement parts.

6. Will this purchase obligate the County to a particular product or vendor in the future, either for maintenance, continuity or other follow-up? Please explain.

Yes, SWD has already invested substantial capital into standardizing on the SSI systems. Solid Waste is not entering into a long-term contract with the vendor however and will pursue a competitive bid at the time a second source appears.

7. Explain why the price for this product or service is considered to be fair and reasonable.

Snohomish County Purchasing has negotiated with SSI annually since 2012 to obtain the best possible pricing.

8. Describe the negotiation efforts, if any, that have been made to this point with the vendor to obtain the best possible price

Snohomish County Purchasing has negotiated with SSI annually since 2012 to obtain the best possible pricing.

9. If this request is on the basis of “single source” (as opposed to “compatibility”/standardization), describe the actions your Department will take, if feasible, to introduce or increase the opportunity for vendor competition prior to any future or follow-up purchase of this product or service.

Solid Waste goes through a competitive bid process for the purchase of new compactors.

Name and signature of the person in the requesting Department who prepared this request and justification.	
Name: <u> Jessica Haverfield </u>	Position: <u> Project Specialist III </u>
Department: <u> Solid Waste </u>	Date: <u> 3/3/2023 </u>
I hereby certify that the above request and Justification is accurate and complete to the best of my knowledge and belief.	
_____	_____
Signature	Date

Name and signature of the Department or Division Director (from the requesting Department) who has reviewed and endorsed this request and justification:			
Name:	<u> David Schonhard </u>	Position:	<u> Solid Waste Director </u>
Department:	<u> Solid Waste </u>	Date:	_____
Review/Endorse: I have reviewed and hereby endorse the above request and justification.			
_____	_____	_____	_____
Signature	Date	Date	Date

Purchasing Department:

Posted to Website? Yes No Dates _____ to _____

Ad Posted in Newspaper? Yes No Dates _____ to _____

Results of Posting: _____

