



## JUSTIFICATION FOR SOLE SOURCE CERTIFICATION

**Sole Source Purchases** are defined clearly, based upon a legitimate need, and are limited to a single supplier. Sole source purchases are normally not allowed except when based upon strong technological grounds such as operational compatibility with existing equipment and related parts or upon a clearly unique and/or cost effective feature requirement. The use of sole source purchases must be justified and shall be limited only to those specific instances in which compatibility or technical performance needs are being satisfied.

**Sole Source Services** are defined as a service provider providing technical expertise of such a unique nature that the service provider is clearly and justifiably the only practicable source available to provide the service. The justification shall be based on the uniqueness of the service, sole availability at the location required, or warranty or defect correction service obligations of the service provider.

This form must be filled out for the request to purchase any good or non-professional service that requires a competitive procurement process (informal quotes (\$1001-\$10,000), formal quotes (\$10,001 - \$19,999.99), or formal bid (\$20,000 or more) as defined in the LFUCG's Purchasing Manual. This form must be completed in its entirety and attached to the purchase requisition.

**Note: Sole Source Purchase requests for goods exceeding \$20,000 will require approval by the Urban County Council by submitting an Administrative Review Form. A copy of this form must be signed off by Central Purchasing and attached to the Administrative Review Form.**

### Requesting Division

Name Jennifer Edwards Division/Dept Water Quality

Phone 859-425-2545 Email jday@lexingtonky.gov

Type of Purchase:  Goods/Materials/Equipment  Services

Cost: \$44,880.00

Sole Source Request for the Purchase of: SCADA Citect/Historian support for

Division of Water Quality

One Time Purchase  To Establish Sole Source Provider Contract  
(subject to annual review and approval by Central Purchasing and/or Urban County Council)

### Vendor Information

Business Name Advantage Industrial Automation

Contact Name Chuck Adams

Address 2307 River Road, Suite 102, Louisville, KY 40206

Phone 502-810-9144 Email chuckadams@advantageind.co

**STATEMENT OF NEED:** (Add additional pages as needed)



## JUSTIFICATION FOR SOLE SOURCE CERTIFICATION

My division/department's recommendation for sole source is based upon an objective review of the product/service required and appears to be in the best interest of the LFUCG. I know of no conflict of interest on my part, and I have no personal involvement in any way with this request. No gratuities, favors, or compromising actions have taken place. Neither has my personal familiarity with particular brands, types of equipment, materials, persons or firms been a deciding influence on my request to sole source this purchase when there are other known suppliers to exist.

**1. Describe the product or service and list the necessary features this product provides that are not available from any other option.**

This is software support for Citect/Historian that is used in SCADA at the Division of Water Quality.

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**2. Below are eligible reasons for sole source. Check one and describe.**

Licensed or patented product or service. No other vendor provides this. Warranty or defect correction service obligations to the consultant. Describe why it is mandatory to use this licensed or patented product or service.

Existing LFUCG equipment, inventory, custom-built information system, custom-built data inventory system, or similar products or programs. Describe. If product is off-the-shelf, list efforts to find other vendors (i.e. web site search, contacting the manufacturer to see if other dealers are available to service this region, etc.)

Uniqueness of the service. Describe.

The LFUCG has established a standard for this manufacturer, supplier, or provider and there is only one vendor. Attach documentation from manufacturer to confirm that only one dealer provides the product.

Factory-authorized warranty service available only from this single dealer. Sole availability at the location required. Describe.

Used item with bargain price (describe what a new item would cost). Describe.

Other – The above reasons are the most common and established causes for an eligible sole source. If you have a different reason, please describe:

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**3. Describe efforts to find other vendors or consultants (i.e. phone inquires, web site search, contacting the manufacturer to see if other dealers are available to service region, etc.).**

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**4. How was the price offered determined to be fair and reasonable?**  
(Explain what the basis was for comparison and include cost analyses as applicable.)

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**5. Describe any cost savings realized or costs avoided by acquiring the goods/services from this supplier.**

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**Type:** Quote to Customer  
**Date:** 18 Nov 2020  
**Company:** Lexington-Fayette Urban County Gov.  
**New Start Date:** 01 Dec 2020  
**New Expire Date:** 30 Nov 2021

**Part Summary**

Product Code	Description	Qty	Unit Price	Sub total
CF-CIT-10-7002R	Customer FIRST - Citect SCADA - Premium Level - Renewal	929	\$16.50	\$15,328.50
CF-HST-10-7002R	Customer FIRST - Citect Historian - Premium Level - Renewal	729	\$16.50	\$12,028.50
			<b>Total: USD</b>	<b>\$27,357.00</b>

**RVD Pricing**

**Part Summary**

Product Code	Description	Qty	Unit Price	Sub total
CF-CIT-10-7002R	Customer FIRST - Citect SCADA - Premium Level - Renewal	697	\$16.50	\$11,500.50
CF-HST-10-7002R	Customer FIRST - Citect Historian - Premium Level - Renewal	547	\$16.50	\$9,025.50
			<b>Total: USD</b>	<b>\$20,526.00</b>

**Support Details**

Site	Key	License	Support Product	Qty	Expire Date
59815 - Lexington-Fayette Urban County Gov.					
	48045012		Normal		30 Nov 2020
		VJHNS211015	VJ Historian-15000 Pt	1	30 Nov 2020
			CF-HST-10-7002R - Customer FIRST - Citect Historian - Premium Level - <i>Calculated using equivalent product CT211015.</i>	1	
		VJHNS212400	Historian CAL-User/Device	5	30 Nov 2020
			CF-HST-10-7002R - Customer FIRST - Citect Historian - Premium Level - <i>Calculated using equivalent product CT212400.</i>	1	
		VJHNS204320	SQL Database Connector (per database)	1	30 Nov 2020
			CF-HST-10-7002R - Customer FIRST - Citect Historian - Premium Level - <i>Calculated using equivalent product CT204320.</i>	1	
	48045014		Due for Return		30 Nov 2015
		VJCNS101199	VJ Citect-Full-Unl Pnt	1	30 Nov 2015
		VJCNS103088	VJ Citect-ViewOnlyCIRedund lic(float)	2	30 Nov 2015
		VJCNS102088	VJ Citect-Ctrl CI Redun lic(floating)	2	30 Nov 2015
		VJCNS102088	VJ Citect-Ctrl CI Redun lic(floating)	4	30 Nov 2015
		VJCNS103088	VJ Citect-ViewOnlyCIRedund lic(float)	4	30 Nov 2015
	48053087		Due for Return		30 Nov 2015
		VJCNS102099	VJ Citect-Ctrl Client-Unl point	2	30 Nov 2015
		VJCNS103099	VJ Citect-View Only Client-Unltd Pt	2	30 Nov 2015
		VJCNS101199	VJ Citect-Full-Unl Pnt	1	30 Nov 2015
		VJCNS103099	VJ Citect-View Only Client-Unltd Pt	4	30 Nov 2015
		VJCNS102099	VJ Citect-Ctrl Client-Unl point	4	30 Nov 2015
	48076617		Normal		30 Nov 2020
		CT102088	Citect SCADA Control Client, Redundant (floating lic only)	1	30 Nov 2020
		CT101199	Citect SCADA Server, Unlimited Points	1	30 Nov 2020
			CF-CIT-10-7002R - Customer FIRST - Citect SCADA - Premium Level -	1	
		CT103088	Citect SCADA View-only Client, Redundant	6	30 Nov 2020

CT102088 - Citect SCADA Control Client, Redundant (floating lic only)	6	30 Nov 2020
48076618 - Normal		30 Nov 2020
CT103099 - Citect SCADA View-only Client, Unlimited Points	6	30 Nov 2020
CF-CIT-10-7002R - Customer FIRST - Citect SCADA - Premium Level -	1	
CT102099 - Citect SCADA Control Client, Unlimited Points	1	31 Jul 2020
CF-CIT-10-7002R - Customer FIRST - Citect SCADA - Premium Level -	1	
CT101199 - Citect SCADA Server, Unlimited Points	1	30 Nov 2020
CF-CIT-10-7002R - Customer FIRST - Citect SCADA - Premium Level -	1	
CT102099 - Citect SCADA Control Client, Unlimited Points	6	30 Nov 2020
CF-CIT-10-7002R - Customer FIRST - Citect SCADA - Premium Level -	1	

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**Friendly reminder that Customer First Support Agreements will carry no "Grace Period" beyond a support agreement expiry date. If an agreement lapses, a mandatory 10% late penalty is applied. If an agreement lapses, the customer has the following 30 days to renew with a mandatory 10% penalty fee. Beyond 30 days, renewal still requires a 10% penalty AND additional fees may apply.**



**Type:** Quote to Customer  
**Date:** 18 Nov 2020  
**Company:** Lexington-Fayette UCG Town  
 Branch WWTP  
**New Start Date:** 01 Dec 2020  
**New Expire Date:** 30 Nov 2021

**Part Summary**

Product Code	Description	Qty	Unit Price	Sub total
CF-CIT-10-7002R	Customer FIRST - Citect SCADA - Premium Level - Renewal	1240	\$16.50	\$20,460.00
CF-HST-10-7002R	Customer FIRST - Citect Historian - Premium Level - Renewal	729	\$16.50	\$12,028.50
			<b>Total: USD</b>	<b>\$32,488.50</b>

**RVD Pricing**

Product Code	Description	Qty	Unit Price	Sub total
CF-CIT-10-7002R	Customer FIRST - Citect SCADA - Premium Level - Renewal	929	\$16.50	\$15,328.50
CF-HST-10-7002R	Customer FIRST - Citect Historian - Premium Level - Renewal	547	\$16.50	\$9,025.50
			<b>Total: USD</b>	<b>\$24,354.00</b>

**Support Details**

Site	Key	License	Support Product	Qty	Expire Date
59816 - Lexington-Fayette UCG Town Branch WWTP					
	48045015		Normal		30 Nov 2020
		VJHNS211015	VJ Historian-15000 Pt	1	30 Nov 2020
			CF-HST-10-7002R - Customer FIRST - Citect Historian - Premium Level - <i>Calculated using equivalent product CT211015.</i>	1	
		VJHNS212400	Historian CAL-User/Device	5	30 Nov 2020
			CF-HST-10-7002R - Customer FIRST - Citect Historian - Premium Level - <i>Calculated using equivalent product CT212400.</i>	1	
		VJHNS204320	SQL Database Connector (per database)	1	30 Nov 2020
			CF-HST-10-7002R - Customer FIRST - Citect Historian - Premium Level - <i>Calculated using equivalent product CT204320.</i>	1	
	48045017		Normal		30 Nov 2020
		VJCNS102088	VJ Citect-Ctrl CI Redun lic(floating)	4	30 Nov 2020
		VJCNS103088	VJ Citect-ViewOnlyCIRedund lic(float)	2	30 Nov 2020
		VJCNS103088	VJ Citect-ViewOnlyCIRedund lic(float)	4	30 Nov 2020
		VJCNS102088	VJ Citect-Ctrl CI Redun lic(floating)	8	30 Nov 2020
		VJCNS101199	VJ Citect-Full-Unl Pnt	1	30 Nov 2020
			CF-CIT-10-7002R - Customer FIRST - Citect SCADA - Premium Level - <i>Calculated using equivalent product CT101199.</i>	1	
	48053088		Normal		30 Nov 2020
		VJCNS102099	VJ Citect-Ctrl Client-Unl point	4	30 Nov 2020
			CF-CIT-10-7002R - Customer FIRST - Citect SCADA - Premium Level - <i>Calculated using equivalent product CT102099.</i>	1	
		VJCNS102099	VJ Citect-Ctrl Client-Unl point	8	30 Nov 2020
			CF-CIT-10-7002R - Customer FIRST - Citect SCADA - Premium Level - <i>Calculated using equivalent product CT102099.</i>	1	
		VJCNS103099	VJ Citect-View Only Client-Unltd Pt	4	30 Nov 2020
			CF-CIT-10-7002R - Customer FIRST - Citect SCADA - Premium Level -	1	

VJCNS103099 - VJ Citect-View Only Client-Unltd Pt	2	30 Nov 2020
CF-CIT-10-7002R - Customer FIRST - Citect SCADA - Premium Level - <i>Calculated using equivalent product CT103099.</i>	1	
VJCNS101199 - VJ Citect-Full-Unl Pnt	1	30 Nov 2020
CF-CIT-10-7002R - Customer FIRST - Citect SCADA - Premium Level - <i>Calculated using equivalent product CT101199.</i>	1	

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