



# Sole Source Procurement Checklist

Date: **January 2, 2018**

**Submit Form**

**Post the following on District Website:** (seven consecutive days before purchase, except emergency purchases)



## North Davis Sewer District hereby gives Notice of Sole Source Procurement of Groman Rupp T3 and Air Diaphragm Pump Parts

1. Description of item to be procured by Sole Source:

Diaphragms, mechanical seals, impellar and wear plates, rotating assemblies, ram rebuild kits.  
Miscellaneous parts required to rebuild pumps.

2. District contact to obtain information about the sole source procurement and answer questions:

To obtain additional information about this purchase contact Myron Bachman at  
(801) 825-0712 or 801-728-6830 Direct.

3. Earliest date that the Sole Source procurement will be made:

4. Reason for using Sole Source method of procurement:

- a. Only one source exists
- b. Compatibility of equipment, technology, software, accessories, parts, or service
- c. Use for trial or testing
- d. Transitional costs to change to new equipment etc. are unreasonable
- e. Other **Best interest of the District**

5. Length of time for Sole Sourcing this item:

This equipment parts procurement to be valid until December 31, 2018

6. Comments:

Will be multiple purchases through utility management who is sole provider of these parts.

7. Dates posted:

Begin Date: **January 3, 2018**

End Date: **January 10, 2018**

### Approvals:

Above information posted on website by: **Jason Stansfield**

Approval by Purchasing Agent **Myron Bachman**

Digitally signed by Myron Bachman  
DN: cn=Myron Bachman, o=NDS, ou, email=mbachman@ndsd.org, c=US  
Date: 2018.01.02 10:03:31 -0700

Date: **1/2/18**

Approval by District Manager **Kevin Cowan**

Digitally signed by Kevin Cowan  
DN: cn=Kevin Cowan, o=North Davis Sewer District, ou, email=kcowan@ndsd.org, c=US  
Date: 2018.01.03 17:45:47-0700

Date: **1/3/18**