



# Sole Source Procurement Checklist

Date: January 2, 2018

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**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 Vaughn Chopper Pump Parts

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

All proprietary Vaughn pump parts for the Districts Vaughn Chopper 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:

The sole source procurement will be valid until December 31, 2018.

6. Comments:

This may mean multiple parts purchases throughout the year.

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 10:27:44 -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: 2018.01.02 10:14:47-0700

Date: 1/3/18