



777 B STREET • HAYWARD • CA • 94541-5007

ATTACHMENT IV
SINGLE SOURCE/SOLE SOURCE JUSTIFICATION

Purchasing and Services Division

510-583-4800 • 510-583-3600 FAX

WWW.HAYWARD-CA.GOV

Instructions: Use this form whenever a specific product or services is required and no other acceptable alternatives is available and/or suitable. Please submit this form to the Purchasing Division **completed with the approval of the City Manager or Assistant City Manager.**

Section 1: Type of Justification – Check ONLY ONE BOX below.

- ☐ SINGLE SOURCE JUSTIFICATION: Item or services being requested has unique performance features not found in other items but is available on the open market from multiple sources. Specific brand or manufacturer is required to complete task but it can be obtained from more than once source at the time.
- ☒ SOLE SOURCE JUSTIFICATION: Item or services being requested has unique performance features not found in other items **and is available only from a single manufacturer or from single dealer with exclusive distribution rights.**

Section 2: Required Information

All questions below must be fully completed to support a sole brand or sole source procurement. Attach any additional information to expand justification.

1. **What is the particular product/services and the vendor chosen?**

Demers MXP150 Type I ambulances purchase from their authorized dealer, RedSky Emergency Vehicles.

2. **What are the unique performance features of the product/service you have specified that are not available from any other source? Be specific.**

Not only are these ambulances available for quick delivery, they also offer three items exclusive to Demers: (1) EcoSmart idle reduction technology, (2) remote diagnostics with factory support for the life of the ambulance, and (3) 2-years parts AND labor warranty on all installed parts.

3. **Why are these specific performance features required to perform its intended function? Explain why the design/performance features are essential.**

The first feature contributes to a reduction in emissions, fuel consumption and engine hours, which supports lower cost of ownership. The remote diagnostics and installed parts warranty contribute to increased up time for the ambulances and also lower cost of ownership.

4. **Explain efforts made to obtain best possible price. What is the anticipated cost for this purchase? Why do you consider the price to be fair and reasonable?**

There are very few Type I ambulances available for quick delivery. Almost all stock trucks in the country have been sold due to the significant delays that chassis manufacturers are experiencing with a shortage of microchips. These are the last two Demers Type I stock trucks available. Anticipated cost for two Type I ambulances are \$433k. The City has done a nation-wide search for dating back to early 2021 for ambulances and these two are the only that fit the City's needs, was the correct brand (Ford) that can be delivered in a reasonable amount of time to begin the program as planned.

5. **What other comparable products or services are available and why were they rejected and does not meet the department's needs? State specific reasons to include manufacturer, brand name, model and vendor name.**

See question #4.

Section 3: Certification

I am aware of the requirement for competitive bidding and the established criteria for justification of sole source purchases. As an authorized department representative, I have gathered the required technical information and have made a concentrated effort to review comparable products and services for this purchase.



Requestor – Print Name:
Tara Reyes

Date:
8/24/21

Department Head Signature:

Department:
Fire Department

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Section 4: Approval/Endorsement	
Director of Finance: 	Date: 08/24/2021
City Manager/Assistant City Manager: 	Date: 8/30/2021