






**Date:** September 9, 2020  
**To:** Frances Dunaway, City of Santa Purchasing Officer  
**From:** Monique Maes, Contracts Administrator   
**Via:** Rick Carpenter, Facilities Manager   
Mackie Romero, BDD Financial Manager   
**Subject:** Sole Source Procurement, Fybroc® parts

### **ITEM:**

Request to review and approve Sole Source determination for Phoenix Pumps.

### **BACKGROUND:**

The Buckman Direct Diversion is requesting a Sole Source approval to Phoenix Pumps, for specialty parts needed in our Fybroc® pump. We would like the option to purchase additional parts if needed at a later date. These parts are distributed through CECO Global Pump Solutions and it has been determined that Phoenix Pump is the sole authorized stocking distributor for our location.

The Fybroc pump is a patented and registered product used to provide corrosion resistance in pumps. Because this pump is manufactured by Fybroc design, the parts too must be consistent with the manufacture's specifications. Therefore, for our region, this leaves us with a single vendor option of Phoenix Pumps.

### **ACTION REQUESTED:**

Approval of Sole Source determination and posting for the required 30-day period.

### **ATTACHMENTS:**

- Sole Source Request and Determination Form
- Vendor Sole Source Letter
- Vendor Quote



## SOLE SOURCE REQUEST AND DETERMINATION FORM

This sole source request form **must** be submitted to the City of Santa, Purchasing Division for authorization, determination and processing by the Chief Procurement Officer (CPO).

*Please ensure to complete this form in its entirety - (\*) must be completed.*

\*Date: 09/08/2020

\*Prepared By: Monique Maes

\*Title: Contracts Administrator

\*Vendor Name: Phoenix Pumps

\*Address: 5100 S. 36th Street

\*City: Phoenix

\*State: AZ

\*Zip Code: 85040

\*Description of Goods/Service to be procured:

\*Estimated Cost:

Up to 15,000.00

Term of Contract:

(One (1) year from award) 06/30/2021

\*Sole Source Request Justification Questions 1-3.

1. Explain the purpose/need of purchase. Ensure to include a thorough scope of work for the services, construction or items of tangible personal property (if this is an amendment request to an existing contract, attach current contract).

The Buckman Direct Diversion must repair Fybroc Pumps for booster stations 4A and 5A to meet the demand of water quality.

The Fybroc Pump is a patented and registered product used to provide corrosion resistance in pumps. The Fybroc pump is specially designed to fit our unique water treatment chemical process, Phoenix Pumps has been determined the sole authorized stocking distributor for our location through CECO Global Pump Solutions. The parts to repair the pumps will insure compatibility with the existing Fybroc pump.

2. Provide a detailed explanation of the criteria developed and specified by the department as necessary to perform and/or fulfill the contract.

X

The contractor has affirmed sole source for the services, construction or items of tangible personal property (*Attach memo from vendor*). Provide documentation of due diligence for other possible vendors/contractors to provide the requested services/goods proved unsuccessful; or

☐


Other: explanation of the reasons, qualifications, proprietary rights or unique capabilities (*unique and how this uniqueness is substantially related to the intended purpose of the contract*) of the prospective contractor that makes the prospective contractor *the one source* capable of providing the required professional service, service, construction or item(s) of tangible personal property. (Please do not state the source is the “best” source or the “least costly” source. Those factors do not justify a “sole source.”) *Unique and how this uniqueness is substantially related to the intended purpose of the contract.*

3. Explain why other similar professional services, services, construction or item(s) of tangible personal property *cannot* meet the intended purpose of the contract.

No other Fybroc disruptors are known in our region.

**\*Approvals:**

Based on the above facts, the City of Santa Fe Purchasing Officer has made the determination that the justification for a Sole Source procurement is in accordance with the State Procurement Code, Section 13-1-126 Sole source procurement., NMSA 1978 and shall be posted for a 30-day period prior to award.

 9/11/2020  
\_\_\_\_\_  
Fran Dunaway, CPO                      Date  
Purchasing Officer for the  
City of Santa Fe

**Pursuant to the State Procurement Code, Section 13-1-126 Sole source procurement., NMSA 1978, the 30-day posting period of the Notice of Intent to Award this Sole Source request was met and no obligation to the award to the above referenced contractor were received. *This Sole Source determination will be valid for a period of one (1) year from the date of the award.***

\_\_\_\_\_  
Fran Dunaway, CPO                      Date  
Purchasing Officer for the  
City of Santa Fe

**\*Required Attachments:**

*\*Letter from Contractor acknowledging they are the only source (on their business letterhead and signed by the head of business or financial operations),*

*\*Quote from sole source Contractor*

*\*Agenda Item to be presented to City Council if over \$60,000 for Professional Services and \$60,000 for Goods and Non-Professional Services*



September 1, 2020

RE: Phoenix Pumps, Inc. Authorized Industrial/Municipal Distributor

To whom it may concern;

Please be advised that Phoenix Pumps, Inc. is the sole authorized stocking distributor for Fybroc and Dean pumps and parts in the state of Arizona and New Mexico. Inquiries and requests for quotations, orders and service should be sent to:

5100 S. 36<sup>th</sup> Street Phoenix, Az 85040

602-232-2994 Office 602-232-2995 Fax

ROC245283 ACL

[Sales@Phoenixpumps.com](mailto:Sales@Phoenixpumps.com)

[www.phoenixpumps.com](http://www.phoenixpumps.com)

[www.shoppumps.com](http://www.shoppumps.com)

Phoenix Pumps is a full service distributor employing a trained sales engineering staff as well as service department. They also stock complete pumps as well as replacement parts. They are positioned to provide you with excellent service.

Best regards,

**Mike Toy - Regional Sales Manager**

**CECO Environmental**

**Brands:** Fybroc, Dean

700 Emlen Way | Telford, PA 18969

Main: (215) 723-8155 -1- X235 | Cell: (519) 981-7867

Email [mtoy@onececo.com](mailto:mtoy@onececo.com)

| [www.cecoenviro.com](http://www.cecoenviro.com) |

# QUOTATION



NUMBER	1021646
DATE	7/24/2020
ACCOUNT	41792
CONTACT	Jason Valencia
PHONE	
EMAIL	jfvalencia@santafenm.gov
PAGE	1 of 1
CUST. PO NUMBER	

BILL TO ADDRESS	SHIP TO ADDRESS	DESCRIPTION / LOCATION
Buckman Regional Water Treatment Plant 341 Caja Del Rio Santa Fe, NM 87506	Buckman Regional Water Treatment Plant 341 Caja Del Rio Santa Fe, NM 87506	Fybroc Parts

## APPLICATION DESCRIPTION

Fybroc VR1 BPO 1X1.5X6 and VR1 BPO 1X2X10 replacement parts requested by customer.

ITEM ID	DESCRIPTION	QTY	PRICE EA	EXT PRICE	LEAD TIME*
701X0C030	Fybroc 701X0C030 Seal Bearing Inboard Isolator	1	164.00	164.00	4 Weeks + Transit
00201B007D	Fybroc 00201B007D Impeller, VR1 BPO 1"X1.5"X6, 4.25" diameter	1	1,267.00	1,267.00	4 Weeks + Transit
00272B007D	Fybroc 00272B007D Impeller VR1 BPO 1X2X10, 9" Diameter	1	1,856.00	1,856.00	4 Weeks + Transit
70048C432	Fybroc 70048C432 O-Ring Casing, Viton	1	29.57	29.57	4 Weeks + Transit
70048C472	Fybroc 70048C472 Cover O-Ring, Viton	1	96.00	96.00	4 Weeks + Transit
089760805	Fybroc 089760805 Mechanical Seal	1	593.00	593.00	4 Weeks + Transit
08975C0102	Fybroc 08975C0102 Seal; JC 8B2 Type Carben/Ceramic	1	922.00	922.00	4 Weeks + Transit
			<b>SELL PRICE:</b>	4,927.57	
			<b>TAX:</b>	0.00	
			<b>FREIGHT AMT:</b>		
			<b>TOTAL AMOUNT:</b>	\$4,927.57	

PAYMENT TERMS	NET 20
TAX STATUS	NM-NEW MEXICO EXEMPT
FOB	FACTORY
INCOMING	PREPAID & ADD
OUTGOING	PREPAID & ADD
SHIP VIA	FEDEX GROUND

\*Product lead times are estimates only based on After Receipt of Order. Expedite services may be available upon request. Payments by credit card will be subject to a 3% surcharge on total order amount. This quote is valid for 30 days. Stock items are subject to prior sale. PPI is not responsible for delays due to conditions beyond our control. Phoenix Pumps, Inc. Terms and Conditions apply.

Replacement Parts from last rebuild  
No Bearings, Shafts or 2nd Mech Seal  
Est Labor Cost \$984 plus Misc Parts

Should you have any questions concerning this quote, please contact Nick Biggs at 602-232-2994 or email [nbiggs@phoenixpumps.com](mailto:nbiggs@phoenixpumps.com).

5100 S. 36th Street, Phoenix, AZ 85040

602.232.2994

602.232.2995

[www.phoenixpumps.com](http://www.phoenixpumps.com)

**Signature:** *Mackie Romero*

**Email:** mmromero1@santafenm.gov

**Signature:**   
Rick Carpenter (Sep 9, 2020 16:36 MDT)

**Email:** rrcarpenter@santafenm.gov











# Sole Source Request Binder3

Final Audit Report

2020-09-09

Created:	2020-09-09
By:	Monique Maes (mmaes@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwAP7udR99Txn3Caz3b8DndUhRT5Bms6A

## "Sole Source Request Binder3" History

-  Document created by Monique Maes (mmaes@santafenm.gov)  
2020-09-09 - 8:03:14 PM GMT- IP address: 63.232.20.2
-  Document emailed to Mackie Romero (mmromero1@santafenm.gov) for signature  
2020-09-09 - 8:04:32 PM GMT
-  Email viewed by Mackie Romero (mmromero1@santafenm.gov)  
2020-09-09 - 8:11:08 PM GMT- IP address: 104.47.64.254
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-  Document emailed to Rick Carpenter (rrcarpenter@santafenm.gov) for signature  
2020-09-09 - 8:11:28 PM GMT
-  Email viewed by Rick Carpenter (rrcarpenter@santafenm.gov)  
2020-09-09 - 10:34:55 PM GMT- IP address: 24.117.87.132
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-  Signed document emailed to Rick Carpenter (rrcarpenter@santafenm.gov), Mackie Romero (mmromero1@santafenm.gov) and Monique Maes (mmaes@santafenm.gov)  
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