

**CHIEF ADMINISTRATIVE OFFICE  
Procurement and Contracts Division**

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**NON-COMPETITIVE BID PURCHASE JUSTIFICATION**

Required for all sole source acquisitions in excess of \$3,000.00.

This justification document consists of three (3) pages. All information must be provided and all questions must be answered. **Department Head approval is required.**

**Requesting Department Information**



Department Transportation	Index Code 306251	
Contact Name Michele Smith	Sub-Object Code 4300/6040	User Code 81134A
Telephone 642-4937	Fax 642-9238	

**Required Supplier/Vendor Information**

Vendor/Supplier Name Pape Machinery, Inc.	Vendor/Supplier Address 355 Goodpasture Island Road
Contact Name Benjamin Harrison	Eugene, OR 95833
Estimated Purchase Price \$59,734 in parts, \$12,500 in labor	Vendor/Supplier E-Mail
Telephone (916) 997-8221	Fax

Provide a brief description of the acquisition, including all goods and/or services the vendor/supplier will provide

The contractor will supply materials, labor, parts and services necessary to remove existing portable diesel fueled engines and provide and install new portable diesel fueled engines, certified by the California Air Resources Board (CARB), in four units of Department of Transportation equipment. The work is being performed to meet the requirements of the Airborne Toxic control Measure for Diesel Particulate Matter from Portable engines Rated at 50 Horsepower and Greater.

Department Head		Date	1/4/10
Purchasing Agent		Date	1/8/10

Board of Supervisors	Buyer Assignment
Date	Assigned To <u>DOT</u>
Item	Date <u>1/22/10</u>

**A. THE GOOD/SERVICE REQUESTED IS RESTRICTED TO ONE SUPPLIER FOR THE REASON STATED BELOW:**

1. Why is the acquisition restricted to this goods/services supplier?(Explain why the acquisition cannot be competitively bid. Explain if this is an emergency purchase or how the supplier is the only source for the acquisition.)

The portable engines to be replaced in two durapatch machines, a chipper and paint striper are John Deere engines. It is necessary to replace them with John Deere engines to ensure compatibility with the equipment in which they are being installed. It would be necessary to make modifications to the existing equipment and possibly to the engines if a different make and model of engine was installed.

Pape Machinery is the authorized dealer for John Deere engines. There are seven dealerships in California, Sacramento being the closest. It is necessary to have the work performed at the Pape dealership in Sacramento because the equipment will be transported there for the engine replacements as well as future warranty work.

2. Provide the background of events leading to this acquisition.

The Department of Transportation is required to register or replace portable diesel fueled engines in order to comply with California Air Resources Board (CARB) particulate matter reduction regulations. The engines in the four units of equipment, which are not the primary engines but power auxiliary functions of the equipment, must be replaced no later than March 31, 2010.

3. Describe the uniqueness of the acquisition (why was the goods/services supplier chosen?)

It is necessary to replace John Deere portable engines with like John Deere engines in order to ensure compatibility with the attachments and mechanisms in the equipment in which they are installed. Using a different make and model of engine would result in the need to make costly modifications to the equipment. The engines will be purchased from Pape Machinery because they are the authorized dealer for John Deere engines in Northern and Central California. It is most cost effective to have the work performed at the closest location because the equipment will be transported there for installation and service.

4. What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?

It is necessary to replace engines in the four units of equipment in order to comply with CARB regulations and to purchase John Deere engines to ensure compatibility with the existing equipment. Pape Machinery is the only source of the engines in Northern and Central California. The consequence of not contracting with Pape Machinery for this work is that the equipment will be out of service due to non-compliance.

5. What market research was conducted to substantiate no competition, including evaluation of other items consider?  
(Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The name and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

The Fleet Services Manager and Equipment Maintenance Supervisor have researched the requirements of the CARB for particulate matter reduction and the mechanical requirements for engine replacements. They have determined that it is necessary to replace the engines with like John Deere engines to ensure compliance with regulations and compatibility with existing equipment. Since Pape Machinery is the authorized dealer for John Deere engines, they have determined that it will be necessary to obtain the engines from this source.

**B. PRICE ANALYSIS**

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

The Fleet Services Manager obtained quotes from the contractor for the four units of equipment and based on experience with similar work has determined that the price is reasonable.

2. Describe any cost savings or avoidance realized (1 time or on-going) by acquiring the goods/services from this supplier

Complying with the CARB regulations will result in the avoidance of fees or the loss of productivity resulting from non-compliant equipment being taken out of service. The Sacramento location of Pape Machinery will perform the work which will result in the avoidance of higher transportation costs for installation and warranty work.