

**CHIEF ADMINISTRATIVE OFFICE  
Procurement and Contracts Division**

Date Received
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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 Department of Transportation	Index Code 3583809
Contact Name Ashley Johnson, Department Analyst	Sub-Object Code 6040
Telephone 530-642-4925	Fax 530-642-9238
	User Code

**Required Supplier/Vendor Information**

Vendor/Supplier Name Henke Manufacturing	Vendor/Supplier Address 3070 Wilson Avenue
Contact Name Patrick Silvey	Leavenworth, KS 66048
Estimated Purchase Price 27,993.33	Vendor/Supplier E-Mail psilvey@henkemfg.com
Telephone 913-682-9000	Fax 913-682-0300

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

One (1) Henke Hi-Gate designed for the County owned Henke REL14 Snow Plow: 55" long and 33" tall, fast, responsive hydraulic action, floating road contract strip with continuous spring down-pressure, and designed to run parallel to road shoulder when moldboard angled to 35°.

One (1) Henke Trip Edge Dozer Blade: 41" high, heavy-duty, box reinforced, 1/4" thick, rolled plate moldboard, square spring trip edge with individual spring sections and swivel feature for plowing uneven terrain.

Department Head  E/1/2019  
Signature Date

Purchasing Agent \_\_\_\_\_ Date \_\_\_\_\_  
Signature Date

Board of Supervisors \_\_\_\_\_ Buyer Assignment \_\_\_\_\_  
Date \_\_\_\_\_ Assigned To \_\_\_\_\_  
Item \_\_\_\_\_ Date \_\_\_\_\_

**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 Hi-Gate and Trip Edge Dozer Blade will be mounted onto an existing Henke Snow Plow owned by DOT and is a proprietary manufactured component to fit the Henke product line. Henke Manufacturing is the sole source supplier in our area.

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

The Department of Transportation has added the use of rental wheel loaders during the winter snow removal season in the Tahoe Basin County Service Area 3 in an effort to relieve the use of older heavy equipment plows. Through two years of experience with the operation of rental loaders with plows and gates it has been determined that both the plow and gate are needed.

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

Henke Manufacturing is the sole manufacturer of these products.

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

If the Hi-Gate and Plow are not purchased, the effectiveness of the rental loader would be reduced, which would in turn increase the continued use and degradation of older equipment and increasing repair costs and potential down time of snow removal operations in some areas of CSA 3.

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.)

Henke Manufacturing is the only provider of this type of equipment per the attached letter.

**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.)

A price analysis was not conducted as this is the only vendor to purchase both items from.

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

This product will last with minimal maintenance expense for approximately twenty (20) years and can be used on rental loaders for years to come.