

**CHIEF ADMINISTRATIVE OFFICE  
Procurement and Contracts Division**

Date Received

**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 3600010
Contact Name Ashley Johnson, Department Analyst	Sub-Object Code 6040
Telephone 530-642-4925	User Code  Fax 530-642-9238

**Required Supplier/Vendor Information**

Vendor/Supplier Name Norstar Industries, Inc.	Vendor/Supplier Address 92302 A Street SE
Contact Name KB Swain	Auburn, WA 98002
Estimated Purchase Price \$107,177.07	Vendor/Supplier E-Mail kbs@norstarind.com
Telephone 253-905-2195	Fax

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

The Department of Transportation, Maintenance and Operations Division is procuring a Hook Lift Mounted Chemical Injection Sprayer (herbicide tank/sprayer).

Department Head Matthew Smith Signature 0/28/19 Date

Purchasing Agent \_\_\_\_\_ 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 Hook Lift Mounted Chemical Injection Sprayer (herbicide tank/sprayer) is a sole source due to Norstar Industries, Inc. being the sole distributor in the US for Norstar Chemical Injection Sprayers.

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

The Department of Transportation already owns a hookloader that would be able to use the herbicide tank/sprayer attachment. The additional attachment will allow the Department to use one truck for multiple purposes. The herbicide tank/sprayer will replace the current herbicide truck that is a 1996 model.

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

Norstar Industries, Inc. is the sole distributor in the US which is confirmed by a letter dated 3/18/2019. The acquisition is unique to this vendor due to the herbicide tank/sprayer being an attachment to a hookloader. Transportation currently owns hookloaders with the anticipation of changing attachments to use the truck year around instead of a herbicide truck sitting during the months that herbicide spray is not used.

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

If the herbicide tank/sprayer is in not purchased through Norstar Industries, Inc. then the Department would be required to continue to use the outdated herbicide truck currently owned or would be required to purchase a new herbicide truck that would replace the entire vehicle. However this would be more costly and the truck would sit for months on end until needed to spray again.

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.)

Transportation has purchased multiple hookloaders to use a variety of attachments. It was determined that purchasing an additional attachment for herbicide spraying was the best option for Transportation when faced with needing to replace the current herbicide truck. Transportation reached out to the hookloader supplier to see what businesses they work with for a herbicide attachment. After finding out Norstar Industries was the sole distributor for the herbicide tank, Transportation evaluated purchasing a separate truck only for comparative purposes. Purchasing a truck would be more costly than the hook mounted herbicide tank so Transportation determined when spending public funds the most cost friendly and effective option should be chosen.

**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 price was considered to be reasonable when comparing the attachment to a new herbicide truck which were the only two options.

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

Cost savings can be realized in a single piece of equipment being able to complete more then one task instead of having two pieces of equipment that need to be maintained and only used part of the year.

March 18, 2019

Kent Taylor  
Equipment Supervisor  
County of El Dorado  
Maintenance and Operation  
2441 Headington Road  
Placerville, Ca. 95667

**Reference: Norstar Model RS6000-HS-1000 Hook Lift Mounted Chemical Injection Sprayer**

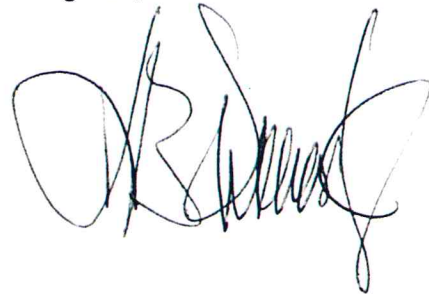
Attention Kent,

This letter is in response to your inquiry regarding distribution for Norstar Roadside Sprayers in your area.

Norstar Industries Inc. Auburn Wa. is the manufacturer and sole distributor in the US for Norstar Chemical Injection Sprayers and related parts and service.

We thank you for your interest in Norstar Sprayers.

Regards,



KB Swain  
NORSTAR INDUSTRIES INC.  
253-905-2195 kbs@norstarind.com