

**TOWN OF VIENNA, VIRGINIA
NOTICE OF SOLE SOURCE PROCUREMENT
IN EXCESS OF \$20,000**

DESCRIPTION:

Elecsys Corporation is our current maintenance provider for our handheld meter readers, and their associated software. On 12/16/15 they offered us a quote for new meter readers, which includes a trade-in offer on our existing equipment, a \$2,000.00 savings. Additionally the offer comes with the software upgrade and 15 months of technical support, free of charge.

BASIS:

This equipment will be purchased from connection fees collected by the Water and Sewer Department.

The total expenditure is \$27,290.00 and will come from 500-501-0000-50112-48101

***DATE COUNCIL WILL CONSIDER AWARD:* January 25, 2016**

***POSTING OF NOTICE:* Town Hall Public Notice Bulletin Board**

_____	_____
Department Head	Date
_____	_____
Purchasing Agent	Date
_____	_____
Town Attorney	Date

***NOTICE OF AWARD:* Pursuant to Virginia Code, paragraph 2.2-4301, the Vienna Town Council awarded the above referenced contract on _____ as the only practical source available. Council has made such determination on the basis of the facts described herein.**

_____	_____
Mayor	Date