

TOWN OF VIENNA

Request For Waiver

Req #	Dept DPW	Date 01/06/2016	Dept Head Signature 	Proposed Vendor Elecsys Corp.	Amount 27,290.00 \$ 25951.40 RMB
A Request For Waiver is required by the Town's Procurement Policies and Procedures. Check the box below that applies to the proposed purchase.					
Sole Source/Proprietary	<input checked="" type="checkbox"/>	Emergency Procurement	<input type="checkbox"/>	Waive Purchase Procedures	<input checked="" type="checkbox"/>

CHECK JUSTIFICATION(S) BELOW THAT APPLY TO THE PROPOSED PURCHASE AND SUPPLY DOCUMENTATION/EXPLANATION AS REQUIRED

- 1. Commodity/Service is from the original manufacturer or provider. There are no other distributors. (Findings must be documented below or attached)
- 2. The product is an integral part of existing equipment. Other brands not interchangeable. (State manufacturer and model number of existing equipment below.)
- 3. Only known product that meets the specialized needs of the department to bring about continuity of results. (Explain in detail below or attached)
- 4. Staff has had extensive training and/or experience with the product. Purchase of other than proposed product would incur substantial cost in re-training. (Explain in detail below or attached)
- 5. Purchase of this item/service is of an urgent nature because it is essential to public health & safety. (Describe in detail below)
- 6. Unable to obtain 3 or more quotes for item/service (Explain in detail below or attached)
- 7. None of the above apply. (State justification below and explain in detail)

Explanation:

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.

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

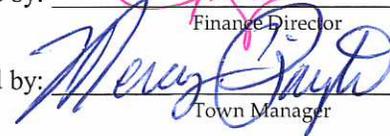
The total expenditure is ~~\$25,951.40~~ ^{\$27,290.-} and will come from 500-501-0000-50112-48101
RMB

This will be considered by Council on January 25, 2016

on 1/8/15

Reviewed by:  Date: 1/7/16 Reviewed by:  Date: 1/7/2016
 Purchasing Agent Town Attorney

Reviewed and Approved by:  Date: 1/14/16
 Finance Director

Reviewed and Approved by:  Date: 01/14/16
 Town Manager

**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.

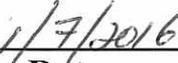
BASIS:

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

The total expenditure is ^{27,290.00}~~\$25,951.40~~ and will come from 500-501-0000-50112-48101
RMG

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



Elecsys Corporation

846 N. Mart-Way Court
 Olathe, Kansas 66061
 +1 913-982-5672 Sales/Phone
 +1 913 982-5766 Sales/Fax
 Email:

mike.pressgrove@elecsyscorp.com

Quote #	MP12162015-VIENNA
Date	1-7-2016
Sales Rep	Mike Pressgrove
Delivery Date	See Below
Customer #	2726
Contact Name	Dave Donahue
Customer Ph. #	703-319-8610

SHIP TO:
Attn: Dave Donahue
Town of Vienna
127 Center Street South
Vienna, VA 22180

BILL TO:
Town of Vienna
127 Center Street South
Vienna, VA 22180

Part Number	Description	Qty	Maint. Each	Annual Maintenance Total	Unit Price (\$ USD)	Total (\$ USD)
R140000-3014-23	FW950 Handheld, Raised UMS Keypad	4	\$30.00	\$1,440.00	\$2,495.00	\$9,980.00
Limited Time Trade In Offer	Trade In – FW500 Handhelds	3			-\$500.00	-\$1,500.00
R131001-001	FW-HL Single Bay Charging Cradle	4	\$4.50	\$216.00	\$260.00	\$1,040.00
49-0014-XX	Versaprobe VP-34D – Touch Read w/Bluetooth and w/Fixed Extension	4	--	--	\$3,725.00	\$14,900.00
R500220-000	Active Sync Cable	1	--	--	\$175.00	\$175.00
WARRANTY	Includes 15 Month Hardware Warranty	-				--
UMS	UMS 7.0 Upgrade License Fee - Includes 15 Months of Free Support – No Charge	1	\$120.00	\$1,440.00	\$0.00	\$0.00
UMS INSTALL	On-Site Installation and Training UMS 7.0	1			\$2,695.00	\$2,695.00

Prices in US dollars and are valid for 60 days from issuance.

Payment Terms: NET 30

Total	\$27,290.00
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Trade In Offer Notes: Only available one time per customer and only on handheld model as shown on quote.

On-Site Installation and Training: Scheduled as support staff is available.

Hardware Shipping Terms: 8 Weeks ARO. Customer is responsible for all shipping cost, duties and applicable taxes. Freight charged at time of delivery.

UMS Notes: UMS 7.0 is a Microsoft® Sequel Sever based product and requires a Windows XP Pro (minimum). Please contact Radix Product Support for a list of all UMS 7.0 hardware and SW requirements. **Some features in the previous versions of UMS software may not be included in UMS 7.0.**

** After the initial warranty period of 15 months after shipping, monthly maintenance fees are invoiced 60 days in advance and due monthly 30 days before the maintenance period begins.

