

TOWN OF VIENNA

Request For Waiver

Req #	Dept DPW	Date 03/27/2018	Dept Head Signature 	Proposed Vendor Virginia Public Works Equipment Co	Amount \$ 3,767.00
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

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:

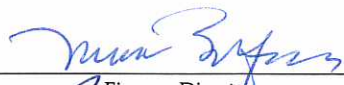
The Department of Public Works - Sewer Operations requests permission to waive obtaining quotes to use Virginia Public Works Equipment Company as a sole source vendor.


Sewer Operations is requesting to purchase spare replacement parts for video equipment. In the event parts need to be replaced Sewer Operations will have parts available. The video equipment is used to video the sewer lines which is essential to preventing sewer back-ups or blowouts.

Quote# 003108, dated 02/21/18, in the amount of \$3,767.00

Funds will come from account: 500-501-0000-50114-48101

Reviewed by:  Date: 3/28/18 Reviewed by: _____ Date: _____
Purchasing Agent Town Attorney

Reviewed and Approved by:  Date: 3/28/18
Finance Director

Reviewed and Approved by:  Date: 03/29/18
Town Manager



Virginia Public Works Equipment Company

8383 Old Richfood Road
Mechanicsville, VA 23116
Telephone: (804) 730-4040
Fax: (804) 730-4242

Ship to:

SAME AS BELOW

Invoice to:

VIENNA, TOWN OF
ACCOUNTS PAYABLE
127 CENTER STREET, SOUTH
VIENNA VA 22180

Branch 01 - ASHLAND, VA		
Date 02/21/2018	Time 16:22:48 (O)	Page 1
Account No. VIENN001	Phone No. 7032556380	Estimate No. 003108
Ship Via NET 15		Purchase Order
		Salesperson RP1 / RP1

ESTIMATE EXPIRY DATE: 03/23/2018

PARTS ESTIMATE - NOT AN INVOICE

PRINT NAME: _____
SIGNATURE: _____
ITEM COUNT CORRECT: _____

Part#	Description	Qty	Price	Amount
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ESTIMATE DOES NOT INCLUDE FREIGHT CHARGES AND THE ECL-1 IS
THE ATTACHMENT ONLY IT DOES NOT COME WITH A POLE.

ENVIROSIGHT PARTS

E-512-0901-00	SV RETERM KIT	1	1254.00	1254.00
E-5100-6011	40' ARMORED CAB	1	835.00	835.00
	38' ARMORED CABLE			
E-080-0630-00	MED GREASE WHL	4	382.00	1528.00
ECL-1	ENVIROSIGHT CAM	1	150.00	150.00
			Subtotal:	3767.00
			Tax:	.00
Authorization: _____			TOTAL:	3767.00

THANK YOU! WE APPRECIATE YOUR BUSINESS!

Visit Our Web Site at www.vpwe.com

All estimates valid for 30 days from date of issue. Shippings costs subject to adjustment at time of sale.



February 15, 2018

Frank T. Torre Jr.
Water and Sewer Operations
Department of Public Works
600 Mill Street NE
Vienna, VA 22180

RE: EnviroSight Video Pipeline Inspection Systems

Dear Mr. Torre :

Please accept this letter as notification that Virginia Public Works Equipment in Mechanicsville, Virginia is the sole source for all families of video pipeline inspection equipment, accessories and software provided by EnviroSight, LLC for the states of Virginia and Maryland, as well as Washington, DC. These systems include, but are not limited to, Rovver, Rovver X, Supervision, Quickview airHD, JetScan and Verisight Pro.

Further, Virginia Public Works Equipment is the exclusive certified service center for all EnviroSight equipment and accessories in the same states and district.

Please feel free to contact me with any questions or concerns that may arise.

Regards,

A handwritten signature in black ink, appearing to read "Andrew Wicker", written over a horizontal line.

Andrew Wicker
Southeast Regional Manager
EnviroSight, LLC