



## City of Round Rock Purchasing Justification Form

<b>Date:</b>	12/14/22	<b>Department Name:</b>	Utilities and Environmental Services
<b>To:</b>	Purchasing	<b>Requestor Name:</b>	Michael De Santis
		<b>Phone Number:</b>	+1 (512) 218-2005

Instructions: Complete this form for all purchases that will exceed \$3,000 and will be exempted from competition as prescribed in Texas Local Government Code Chapter 252.022. Attach additional information as needed to support the exemption request.

The City declares the competitive bidding procedures in Texas Local Government Code Chapter 252 to be exempt for this procurement. This Justification Form is executed and filed with the Purchasing Division as follows:

- The undersigned is authorized and certifies that the following exemption is applicable to this purchase.  
Please check the criteria listed below that applies to this purchase request:

Sole Source (check one)

Items that are available from only one source because of patents, copyrights, secret process, or natural monopolies.

Films, manuscripts, or books.

Gas, water, and other utilities.

Captive replacement parts or components for equipment

Books, papers, and other library materials for a public library that are available only from the persons holding the exclusive rights to the materials

Goods Purchased for Subsequent Retail Sale

- o A procurement of goods being purchased for subsequent resale by the City.

Public Calamity

- o A procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of a municipality.

Public Health and Safety

- o A procurement necessary to preserve or protect the public health or safety of the municipality's residents.

Unforeseen Damage

- o A procurement necessary because of unforeseen damage to public machinery, equipment, or other property.

- Personal, Professional or Planning Services
  - o A procurement of personal, professional, or planning services

- Other
  - o Cite the applicable Texas Local Government Code Chapter 252 exemption in the justification box below.

2. Justification: Describe in detail below why an exemption according to Section 252.022 of the Local Government Code is being submitted for this purchase. (Attach additional pages if needed)

All clamshell belt filter presses used by Utilities are Alfa Laval. All components and repair parts needed to maintain the presses are only available through Alfa Laval.

- 3. Attach and submit the following documentation that supports this justification as applicable.
  - Vendor's proposal/quote.
  - If sole source a Manufacturer's letter declaring the purchase is sole source and why. The letter should be no older than 6 months old and signed by an authorized representative on company letterhead.
- 4. Because the above facts and supporting documentation the City of Round Rock exempts this procurement from LGC Chapter 252 and intends to contract with:

Vendor Name:	Alfa Laval Inc.
Description:	Press Components and Repair Parts

5. Check the purchase type and fill in the dollar amount and purchase term as applicable

- This is a one-time purchase request for \$ \_\_\_\_\_
- This is a term contract request for 60 (# months) in the amount of \$ 350,000.00

Recommended by:	<i>Michael A. De Santis Jr.</i>	12/14/2022
	Requestor	Date
Approved by:	<i>John Heaps</i> <small>John Heaps (Dec 15, 2022 14:07 CST)</small>	12/15/2022
	Department Manager, Asst Director, or Director	Date
Purchasing Office Review:	<i>Allen Reich</i> <small>Allen Reich (Dec 15, 2022 14:11 CST)</small>	12/15/2022
	Purchaser	Date
Purchasing Office Management Review:	<i>David Carter</i> <small>David Carter (Dec 15, 2022 14:33 CST)</small>	12/15/2022
	Purchasing Manager (over \$50,000)	Date

Date: December 14, 2022

The City of Round Rock  
3939 East Palm Valley Blvd.  
Round Rock, TX 78665



Alfa Laval Inc.  
10470 Deer Trail Dr  
Houston, TX 77038  
USA  
Tel: +1 800-362-9041  
Fax: +1 281-449-1324  
[www.alfalaval.us](http://www.alfalaval.us)  
[www.as-h.com](http://www.as-h.com)

All parts are provided and many exclusively manufactured by Alfa Laval, Inc. the Original Equipment Manufacturer of your equipment. Whereby Alfa Laval purchased Ashbrook Simon-Hartley Operations L.P. and Ashbrook Simon-Hartley is now doing business as Alfa Laval, Alfa Laval from henceforth is the Original Equipment Manufacturer of the Klampress®, Winklepress®, and Aquabelt®. Thus, we are the sole source provider for O.E.M. replacement parts of all Sharples and Alfa Laval Decanter Centrifuges including the PM75000AD Centrifuge. All after sales activities including sales of spare parts, in-house repairs, field service, upgrades, retrofits, etc. must be sole source direct with Alfa Laval spare parts, repair or field service for the wastewater business in the state of NV.

Alfa Laval, Inc. continues to develop and bring technology to our industry. Due to the sensitive nature of Alfa Laval, Inc. technology our equipment and most replacement parts are either proprietary or patented, as each is designed specifically for your equipment, the application, and expected use; therefore, others cannot legally manufacture our equipment or offer Alfa Laval, Inc. replacement parts.

Constant investment in research and development, a commitment to quality, and improving our new equipment and our equipment currently in operation around the world, allows Alfa Laval, Inc. to bring the latest developments in technology to our industry and clients. This includes patented or proprietary items such as chicanes, wedge adjustments, cylinders, hydraulic systems, bearing housings, rollers, steering and tension systems, and so on. An illustration of this commitment is our quality assurance program; Alfa Laval, Inc. is the only manufacturer within our specific industry which is certified to ISO 9001 quality standards.

Thank you for requesting this information and the opportunity to fully explain our commitment. If you have any questions, I can be reached 1-800-547-7273 or direct line 281-985-4472.

Sincerely,

**ALFA LAVAL INC.**

*LaQuanza Fletcher*

Logistics Parts Coordinator Ashbrook Simon-Hartley

Direct Line: 281.985.4472

Tel direct: +1-866-253-2528

[laquanza.fletcher@alfalaval.com](mailto:laquanza.fletcher@alfalaval.com)

Exhibit "A"

January 26, 2023



Alfa Laval Inc.  
10470 Deer Trail Drive  
Houston, TX 77038  
USA  
Tel: +1 713-934-3160  
Fax: +1 713-934-3179  
[www.alfalaval.us](http://www.alfalaval.us)

City of Round Rock Texas  
Attn: Purchaser Allen Reich, CPPB

Re: Current discount % on spare parts

Allen,

We are glad to share with you that your current discount amount for spare parts/ parts is 27.69%. This discount will continue throughout the contract term. Please reach out with any questions you may have regarding this information.

Best Regards,

A handwritten signature in black ink, appearing to read "Marc Arquit". The signature is stylized and cursive.

Marc Arquit  
Regional Sales Manager  
Water Separation Sales