

**EXHIBIT B**  
**COACHELLA VALLEY WATER DISTRICT**  
**SINGLE/SOLE SOURCE JUSTIFICATION**

When a request is made for a non-competitive purchase and the specifications limit the bidding to one source and/or brand or trade name, the requesting department must complete the following. The form shall be authorized by the requesting department's Director and approved by the General Manager or its designee.

Item:	<u>Professional Services</u>	Vendor/Brand Name:	<u>WSP USA Inc..</u>
Requisition No.	<u>N/A</u>	Estimated Dollar Amount	<u>\$72,288</u>

Please check all applicable categories below and provide additional information where indicated:

- ☐ 1. The requested product has unique design and/or performance specifications or quality requirements that have not been found in similar products.

Identify unique features and why they are required (not merely preferred):

Have you contacted other suppliers to evaluate items/services with similar features and capabilities? If no, explain why not. If yes, list suppliers and explain why their products do not meet the department's needs.

- ☐ 2. The requested product is an integral repair part or accessory compatible with existing equipment.

Existing Equipment: Manufacturer/Model#:

- ☐ 3. The requested product is one with which I and/or my staff have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding. Estimated cost for retraining:

- ☐ 4. I have standardized the requested product and the use of another brand/model would require considerable time and funding to evaluate. Reasons for standardizing:

- ☒ 5. Goods or services are available only from the manufacturer or designated service representative. Describe the unique qualifications, rights, licenses, etc. this vendor possesses and the distinctive service to be provided.

WSP USA Inc. provided professional engineering services during design and construction of the Coachella Valley Stormwater Channel Improvements - Avenue 54 to the Thermal Drop Structure Project under a previous professional

services agreement. The Project has been completed and the amount of \$72,288 is required to prepare the Letter of Map Revision (LOMR) for the Project.

WSP is not part of the current on-call list. Staff will prepare a separate Professional Services Agreement for this project.

- ☐ 6. This product is requested in order to respond to an emergency declared by the District, by the state, a state agency, or political subdivision of the state and the reasons for the finding of the emergency are contained in the public records of the District.
- ☐ 7. This product is requested in order that a field test or experiment may be made to determine the product's suitability for future use.

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- I am aware that this justification form is only valid for **one year** from the date it is signed by the General Manager.
  - I am aware of the CVWD policy for competitive purchasing and certify that the above information is accurate to the best of my knowledge.

Requestor: \_\_\_\_\_ Date: \_\_\_\_\_

Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Department Head: \_\_\_\_\_ Date: \_\_\_\_\_

Procurement Manager: \_\_\_\_\_ Date: \_\_\_\_\_

General Manager: \_\_\_\_\_ Date: \_\_\_\_\_