

# Fairfax Water

FAIRFAX COUNTY WATER AUTHORITY  
8570 Executive Park Avenue, Fairfax, Virginia 22031-2218  
[www.fairfaxwater.org](http://www.fairfaxwater.org)

## SOLE SOURCE DETERMINATION OVER \$50,000

June 19, 2023

### MEMORANDUM

To: Jamie B. Hedges, P.E., General Manager

Through: Elizabeth B. Dooley, CPPO, CPPB, Procurement Manager

From: Tammy L. Spinks, CPPB, Procurement Specialist III

Subject: Request to Amend Sole Source Contract No. 2021-020 Boland

- Background:** Five Fairfax Water buildings utilize Trane heating, ventilation, and air conditioning (HVAC) units. Each unit is controlled by proprietary Trane components that require factory-certified service technicians to perform all preventive maintenance and repairs. On June 15, 2021, the General Manager approved an annually renewable sole source award to Boland with estimated annual expenditures of \$54,676. The contract has three one-year renewal options remaining through June 30, 2026. With the addition of new Trane units to the contract, annual expenditures are now estimated to be \$126,012 (\$66,012 for monthly maintenance and an estimated \$60,000 in as needed parts and repairs).
- Justification:** Boland is the only Trane factory-certified sales and service provider in our area.
- Recommendation:** I have reviewed contract pricing and believe it to be in the best interest of Fairfax Water to amend Sole Source Contract No. 2021-020 for an annual estimated amount of \$126,012.00. The amended term of the Contract shall be July 1, 2023 through June 30, 2024 with two 1-year renewal options through June 30, 2026. Renewals shall be limited to the most recently published Consumer Price Index for All Urban Consumers (CPI-U) for Washington-Arlington-Alexandria (unadjusted for seasonal changes) for the 12-month period ending 90 days prior to the end of the then current contract year.
- Determination:** In accordance with Section 2.2-4303(E) of the Code of Virginia, as amended, it is my determination that Boland is the only known source practicably available to obtain the goods and/or services specified above.

  
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Jamie Bain Hedges, P.E., General Manager

  
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Date