

Fairfax Water Procurement Procedures

ATTACHMENT E
SOLE SOURCE DETERMINATION OVER \$75,000



**8570 Executive Park Avenue
Fairfax, VA 22031**

June 10, 2026

MEMORANDUM

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

Through: Scott Dewhirst, P.E., Deputy General Manager, Engineering & Technology

Initial
SD

Through: Bao Nguyen, Director Technology Division

Initial
BN

Through: David J. Webb, C.P.M., CPPB, Procurement Program Supervisor

Initial
DW

From: Jason A. Roland, Operational Technology Manager

Subject: Request for Sole Source Determination and Contract Award to Krohne, Inc. c/o AC Controls Company

1. Background: The Fairfax Water Instrumentation Department plans to install, replace, and/or upgrade existing equipment within the next 36 months. This initiative will include Krohne equipment and various analytical instruments used in the treatment and distribution of potable drinking water.
2. Justification: Fairfax Water utilizes a variety of online process monitoring instrumentation for its treatment and operational needs. Through extensive experience, staff have found that Krohne equipment consistently meets or exceeds our expectations in terms of performance, reliability, ease of installation, maintenance requirements, and overall value for specific applications. In addition, Fairfax Water strives to standardize instrumentation across facilities to reduce the number of spare parts required, streamline training, and minimize the diversity of equipment supported by staff. Krohne products align well with this standardization strategy. Fairfax Water continues to evaluate new technologies, and if superior alternatives become available, staff will review, phase out, and migrate to improved systems as appropriate.

AC Controls Company is the exclusive authorized representative in the state of Virginia for both the industrial and municipal markets.

3. Recommendation: I believe it to be in the best interest of Fairfax Water for the General Manager to make a determination that AC Controls Company remain the only source practicably available to purchase the required Krohne products. Additionally, I have reviewed contract pricing and believe it to be in the best interest of Fairfax Water to award a Sole Source contract to Krohne, Inc, care of AC Controls Company with an anticipated spend not to exceed \$200,000 for the

period June 15, 2026, through June 14, 2027. I also recommend the period of the Sole Source Determination is valid through June 14, 2029, and the Contract has an additional two one-year renewal options, also through June 14, 2029, provided that AC Controls Company continues to be the sole source of the Krohne products. In no event shall this Sole Source Determination authorize purchases that exceed the General Manager's signature authority.

4. Determination: In accordance with Section 2.2-4303(E) of the Code of Virginia, as amended, it is my determination that the above named vendor is the only known source practicably available to obtain the goods and/or services specified above.

Signed by:

A handwritten signature in black ink that reads "Jamie Bain Hedges". The signature is written in a cursive style.

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Date: 6/11/2026

Jamie Bain Hedges, P.E.

General Manager

Attachments:

Fairfax Water Terms and Conditions

Letter from Krohne re AC Controls Company

Revised: February 2026