

Fairfax Water Procurement Procedures

ATTACHMENT E
SOLE SOURCE DETERMINATION OVER \$75,000



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

June 2, 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: Elizabeth B. Dooley, CPPO, CPPB, Procurement Manager Initial
ED

From: Jason A. Roland Operational Technology Manager

Subject: Request for Sole Source Contract Award to Endress+Hauser, Inc.

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 Endress+Hauser equipment and various analytical instruments used in the treatment and distribution of potable drinking water. We have established a Sole Source Contract for up to \$75,000, valid from February 23, 2026, through February 22, 2027. However, the spend to-date is about to exceed the \$75,000 threshold. We are asking for additional funds up to \$200,000 for the duration of the term.
2. Justification: Fairfax Water utilizes a variety of online process monitoring instrumentation for its treatment and operational needs. Through extensive experience, the Instrumentation Department has found that Endress+Hauser, Inc. (E+H) 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. E+H products align well with this standardization strategy. Fairfax Water continually evaluates new technologies, and if superior alternatives become available, we will review, phase out, and migrate to improved systems as appropriate. E+H is the original equipment manufacturer and the only known source for the required equipment. Eastern Controls, Inc. (Eastern Controls) serves as E+H's exclusive sales representative for industrial and municipal markets in the Washington, DC, Maryland, and Northern Virginia regions, and acts solely as a communication agent between FW and E+H. All purchase orders and contractual obligations will be directly with E+H.
3. Recommendation: I have reviewed contract pricing and believe it to be in the best interest of Fairfax

Water to award a Sole Source contract to Endress+Hauser, Inc. for up to \$200,00.00, valid from February 23, 2026, through February 22, 2027. This contract will remain in perpetuity for the useful life of the equipment, or until another source becomes available, or other equipment would become available that meets or exceeds the same performance, reliability, ease of installation, maintenance requirements, and overall value for the application.

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:

Jamie Bain Hedges

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Date: 6/4/2026

Jamie Bain Hedges, P.E.

General Manager

Revised: February 2026