

**Department of Administration
Purchasing Division**

Finance & Personnel Committee Approval Required
Sole Source Contract
Contract #E0000019538

Background:

User Department:	Department of Public Works – Infrastructure
Purchasing Agent:	Kathleen Slater
Contract Description:	Vendor Service Contract for an Electric Thermal Heater and Installation
Vendor Name and Location:	Adams Asphalt Plant Services, Inc. (Johnson Creek, WI)
Contract Term:	For the completion of performance as contained herein. The anticipated time line of this contract is 05/11/2023 through 06/30/2023. Vendor anticipates needing up to six (6) weeks to fulfill our contract from the date they receive our purchase order.
Requisition # and Date Received:	Requisition # 0000019538, Received 03/21/2023
Original Contract Amount:	\$105,526.00
Expenditures to Date:	\$ 0.00
Current Contract Amount:	\$105,526.00

Purpose of Contract/Amendment:

The Department of Public Works (DPW) – Infrastructure is seeking to enter into a Sole Source Vendor Service Contract for an Electric Thermal Heater and Installation with Adams Asphalt Plant Services, Inc. The contract total is \$105,526.00 and will be for the completion of performance as contained herein.

Background:

The Department of Public Works (DPW) – Infrastructure has an emulsion tank at the DPW Field Headquarters (3850 N. 35th Street) that is inoperable. This is one (1) of two (2) tanks that hold the emulsions for street crack filling and pavement patching. Without both emulsion tanks properly functioning, DPW isn't working efficiently at street repairs.

DPW has used this vendor in the past to service the city's asphalt emulsion equipment. They are the only vendor DPW has found to service this specialized equipment. This vendor specializes in proprietary parts and workmanship that is specific to asphalt / emulsion plants. Furthermore, this vendor will be custom building the Electric Thermal Heater to work with our existing emulsion tank.

City Purchasing Director

Date

F&P Approval Presentation Date: 05/03/2023