

County of Monterey
Contracts/Purchasing Division
JUSTIFICATION OF SOLE SOURCE/SOLE BRAND REQUEST

Purchase Requisition Number: _____ Date: 9/26/2022

Description of Item: Professional Services from Arc Alternatives

1. Please indicate the following:

Procurement:

Goods Services

(Check One)

☒ Sole Source: Item is available from one source only. Item is a one-of-a kind and is not sold through distributors. Manufacturer is exclusive distributor.

☐ Sole Brand: Various sources can supply the specified model and brand and competitive bids will be solicited for the requested brand only. Meets form, fit and function- nothing else will do.

Note: Sole Source/Sole Brand Requests are not maintained as a standing request.
Each request is for a single one-time purchase only.

1. Vendor Selection:

- ☐ Preferred Vendor Sole
☐ Source

Vendor Name: Arc Alternatives
Address: 144 Donald Dr. City: Moraga State: CA
94556 Phone Number: (415) 420-5727 Fax: () Contact Person:
Russell Driver Title: Principal
Federal Employer #: 4 6 - 4 6 9 7 5 3 9

3. Provide a brief description of the goods/services to be purchased and why this purchase is being proposed under a sole source acquisition.

a) Why were product and/or vendor chosen?

Arc Alternatives was chosen because of they have direct experience developing the California State University Decarbonization Framework that the Sustainability Program intends to adapt to County needs. Arc Alternatives also applied for the 3CE grant with the County by lending their expertise to review the grant application, This effort is part of the Planning, Implementation, and Innovation grant Program offered by Central Coast Community Energy. Arc Alternatives participated in the grant writing process and is key to the successful implantation of the grant. Arc Alternatives has previously reviewed similar renewable energy projects at the County's Zero Net Carbon Resiliency project, making them the most cost-effective choice for further review.

- b) What are the unique performance features of the product/brand requested that are not available in any other product/brand? For Services: what unique qualifications, rights, and licenses does the vendor possess to qualify as a sole source/brand request?

Arc Alternatives has the intellectual property and expertise needed to adapt the California State University Decarbonization Framework, their work, to suit the County's 2035 Building Decarbonization Goal.

- c) Why are these specific features/qualifications required?

The California State University Decarbonization Framework is a landmark contribution to the field of building decarbonization. As a pioneering study, the Sustainability Program recognizes that Arc Alternatives is uniquely qualified to support the County in this project. Furthermore, Arc Alternatives has the decarbonization, distributed energy resource, and building science expertise to fulfill the multi-faceted needs of this project.

- d) What other products/services have been examined and/or rejected?

The Sustainability Program considered Mynt Systems and Central Coast Energy Watch as potential partners on this project. The scope and expertise of this project is misaligned with the offerings of either of these organizations.

- e) Why are other sources providing like goods or services unacceptable (please give a full meaningful explanation)?

The California State University Decarbonization Framework is a landmark contribution to the field of building decarbonization. As a pioneering study, the Sustainability Program recognizes that Arc Alternatives is uniquely qualified to support the County in this project. Accordingly, tasking another entity to replicate the work of Arc Alternatives

would increase project costs beyond the grant award of \$150,000. For this reason, Arc Alternatives provided technical expertise during the grant application phase of this project.

- f) What are the unique performance features REQUIRED (not merely preferred), and how would your requirement be inhibited without this particular item or service?

The experience with the California State University Decarbonization Framework is a critical component of this project's successful implementation. The decarbonization, distributed energy resource, and building science expertise provided by Arc Alternatives is also a foundational element of the project. Without these areas of expertise and specialization, the Sustainability Program would be unable to complete this project. Furthermore, Arc Alternatives has previously reviewed the Zero Net Carbon Resiliency project and is needed to review the final project before the agreement can be executed.

- g) Estimated Costs:

The estimated project cost for Arc Alternatives is \$160,000. \$150,000 of which is paid for by the Planning, Implementation, and Innovation Grant Program offered by Central Coast Community Energy that was awarded to the Sustainability Program on April 29, 2022.

The Sustainability Program will fund the remaining \$10,000 the Fiscal Year 2022-23 County Administrative Office Adopted Budget 001-1050-CAO004-8054.

4. Is there an unusual or compelling urgency associated with this project?

- ☐ No
☒ Yes (Please describe)

Arc Alternatives participated in the grant application process for the Planning, Implementation, and Innovation Grant Program and has been identified as a key resource in the project's success. The grant award has a timeframe that would be inconsistent with an RFP process or vetting another vendor.

THE FOLLOWING TO BE COMPLETED BY THE REQUESTOR

I hereby certify that:

1. I am an approved department representative, and am aware of the County's requirements for competitive bidding, as well as the criteria for justification for sole source/brand purchasing.
2. I have gathered the required technical information and have made a concentrated effort to review comparable and/or equal equipment.
3. The information contained herein is complete and accurate.
4. There is justification for sole source/brand purchasing noted above as it meets the County's criteria.
5. A sole source/brand purchase in this case would withstand a possible audit or a vendor's protest.

Requestors Signature

Date

Authorized Signature by Department Head

Date

Approval by the Contracts/Purchasing Officer:
