

SINGLE SOURCE CERTIFICATION

Authority is requested to make the following purchase under the provision of USF System Regulation USF4.02010(IV)(A)(2)(b) as a non-competitive purchase available from only one source. By submitting this form, department acknowledges that existing [exemptions](#) will not apply to this purchase. Single source requests exceeding \$150,000 must be signed by a Procurement Director and posted publicly for (3) business days.

DATE: 04/11/2025

ITEM(S): 40 tide gauge boxes

PRICE: \$ 181821.71

FUND #: _____

SUPPLIER ID: _____

REQUISITION#: 200110332

SUPPLIER NAME: OTT HydroMet

FEDERAL GRANT: ☒ Y ☐ N

In your words, describe the equipment, commodity, or contractual service. Explain how these specifications are essential to the accomplishment of your work:

This is 40 specially made tide gauge boxes. Included is a radar sensor, a data link component, solar panel, enclosure box, battery, and necessary cabling. This box design is inspired by a system in use at the University of Hawaii Sea Level Center and has been discussed with the NOAA office that will be accepting the data. By purchasing a pre-fab box, we can ensure the structural integrity of the equipment in a corrosive environment.

In your own words, describe the reason(s) the item is not subject to competition from other sources and how the stated specification(s) restrict the requisition to only one supplier. Description may include unique features/compatibility/specifications/availability/delivery time frame etc. (Note: Price is not a valid reason).

The specificity of the items needed restrict the requisition to one supplier. OTT HydroMet offers the specifications we need in a pre-fab box that we can tailor to the needs of this tide gauge project. In addition, by purchasing this instead of manufacturing it ourselves, we have a warranty behind it should it fail. These boxes perform many different tasks that would be difficult to find from another manufacturer in the time frame needed.

In your own words, describe the due diligence conducted to validate this supplier as Single Source. Description SHOULD list all other suppliers with item(s)/service(s) with similar functions, your efforts to identify other suppliers, and why these suppliers would not qualify to submit a competitive quote.

We conferred with the sponsor and UHSLC on potential suppliers. They agreed we should follow the fabricated station plans of Hawaii for this project. The needs of the box, outlined in the quote above, could only come from OTT. VEGA could manufacture the radar gauges--and they are going to as backup for this project-- and Sutron could provided the data link (which is included in the pre-fab OTT price). There are no other options for pre-fab.

DocuSigned by:

04/11/2025

Buanna Mater

START 04/11/25

END 04/15/25

Approved By (Procurement)

DATE

PUBLIC POSTING DATES

Authority: USF4.02010(IV)(A)(2)(b)

Last Modified: 05/10/2021

OFFICE OF THE UNIVERSITY CONTROLLER, PROCUREMENT SERVICES

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