SOLE SOURCES & PREFERRED VENDORS LIST
For Regular and Major Purchases
Approved July 27, 2015

Sole Sources

Green Mountain Power
Service: electricity
Annual cost: $16,570 (FY15)

Waitsfield & Champlain Valley Telecom
Service: phone & data for Town Hall, Senior Center, and Library
Reason: Alternative vendors are not currently available; this may change in the coming year
Annual cost: approx. $8,900 (FY15)

Preferred Vendors

John Baggs
Service: Town Hall Cleaner
Reason: Good quality; reliable; knows Town's needs; reasonably priced; town resident
Annual cost: $4,100 (FY15)

BlueCross BlueShield of Vermont
Service: Health Insurance
Reason: Long term provider of service; national network; lower price than alternative vendor
Annual cost: $96,049 (FY15)

Cargill, Inc.—Salt Division
Service: Source of deicer salt and sand for winter road maintenance
Reason: Purchased via Vermont League of Cities & Towns as a joint purchase, i.e. negotiated price; only a few vendors provide same product reliably
Annual cost: $34,819 (FY15)

Champlin Associates, Inc.
Service: Equipment for Thompson's Point wastewater system (pumps, meters, controls, etc.)
Reason: Provided equipment for the original system; it's desirable to keep parts uniform
Annual cost: $26,099 (FY15); 21,362 (FY14)

Charlotte Volunteer Fire & Rescue, Services, Inc.
Service: Fire, rescue and emergency management
Reason: Quickest response; excellent service; reliable; town residents
Annual cost: $510,960 (FY15)

Civil Engineering Associates, Inc.
Service: Consulting engineer for Thompson's Point wastewater system
Reason: Provided consulting engineering service since the system began operating; very familiar with the system; consistent, reliable, and very good to work with
Annual cost: $4,795 (FY15); $7,677 (FY14)

Clark-Wright Septic
Service: Pumping of step tanks at Thompson's Point wastewater system
Reason: Extremely reliable; service is available 24/7; wastewater system operator indicated vendor's fee is less than other vendors
Annual cost: $2,556 (FY15)

Climate Systems, Inc.
Service: maintenance of air conditioning and air handling systems in Town Hall, Library and Senior Center
Quotes from three vendors were obtained in fall, 2013
Reason: Lowest quote; reliable service
Annual cost: $2,695 (FY15)

Cole Trucking
Service: Trucking
Reason: Local; convenient; good rates
Annual cost: $1,520 (FY15); $5,640 (FY14)

Darryl Hayden
Service: Source of screened gravel and plant mix for road repairs/reconstruction, and sand for winter maintenance
Reason: Local supplier; reliable; only a few vendors provide same product reliably; convenient location
Annual cost: $32,600 (FY15)

Delta Dental
Service: Dental care insurance
Reason: Long term provider of service; good rates (for VLCT members); very good service;
Annual cost: $12,288 (FY15)

Essex Equipment
Service: Rental of tree chipper for road maintenance
Reason: Only rental dealer with a large enough chipper (Morbark)
Annual cost: $3,565 (FY15)

F.R. Lafayette, Inc.
Service: Source of guardrails
Reason: Only supplier in the area; responsive; other suppliers area farther away
Annual cost: $2,062 (FY15); $4,413 (FY14)

Ferguson Waterworks
Service: Parts for Thompson's Point wastewater system (PVC, manhole covers, etc.)
Reason: One of the two firms that provides such parts—both are similarly priced; provided parts when the system was first constructed, so new parts match existing parts, which is important for consistency
Annual cost: $5,772 (FY15)

Kathlyn Furr
Service: Minutes-taker for Selectboard, Planning Commission and Zoning Board of Adjustment
Reason: Extremely reliable; extensive experience with Charlotte and with other towns; very responsive; very good accuracy; remains impartial; captures essence of comments and discussion on sometimes difficult, technical and emotionally charged subject matter, with sometimes emotional participants
Annual cost: $5,889 (FY15)

Giddings
Service: Source of large-sized culverts
Reason: Only local source (Pittsford); other sources involve greater transportation cost
Annual cost: $10,429 (FY15)

Gorman Group, LLC
Service: Source of summer calcium
Reason: Only supplier in the area; Allstate is sometimes used
Annual cost: $19,954

GovConnection, Inc.
Service: Computer network hardware
Reason: Very reliable and responsive; proficient working with governmental entities' unique needs; very good historical performance
Annual cost: $2,992 (FY15)

Hinesburg Sand and Gravel
Service: Source of gravel and plant mix for road repairs and reconstruction; sand for winter maintenance
Reason: Local supplier; reliable; only a few vendors provide same product reliably
Annual cost: $71,507

Kofile Preservation
Service: Land record supplies, map files, land record preservation and vault updates
Reason: Long term provider of service; a very limited number of vendors provide all of these services
Annual cost: $3,574 (FY15); $8,326 (FY14)

Lamoureux & Dickinson
Service: Review of wastewater designs and other engineering plans associated with land use permitting
Quotes from other vendors were obtained in summer, 2014
Reason: Good technical background; good communications; reasonably priced
Annual cost: $3,337 for period of 9/29/14—6/30/15

Lewis Excavating
Service: Maintenance and repair of town highways
Reason: Extensive experience with Charlotte roads; excellent work; excellent customer service; town resident
Annual cost: $392,564 (FY15)

Naturalawn of America
Service: Organic fertilizing, soil testing and soil monitoring of Little League fields
Reason: This is likely to be the only vendor that provides a 100% organic application
Annual cost: $4,992 (FY15)

New England Municipal Resource Center
Service: Computer programming for grand list & tax billing, general ledger, accounts payable, payroll, Thompson's Point lease and wastewater billing
Reason: Extensive experience; very good product; very good customer service
Annual cost: $30,397 (FY15)

Northeast Automation
Service: Provides electrical/computer components and component repairs for Thompson's Point wastewater system; specializes in computer/electrical interface
Reason: Very unique skillset; highly qualified; one other company that provides similar service is very expensive
Annual cost: $1,967 (FY15); $5,050 (FY12); $18,940 (FY10)

P&P Septic
Service: Pump septic tanks; trouble-shoot problems with tanks and pump station; perform repairs
Reason: Extremely reliable; knowledgeable; competitive pricing
Annual cost: $1,732 (FY15)

Patterson Fuels
Service: Fuel oil and boiler/furnace maintenance & repair for Town Hall, Senior Center and Library
Reason: Long term service; reliable; excellent customer service; competitive pricing; owned by resident
Annual cost: $12,455 (FY15)

RJ Turner Company
Service: Tax mapping; permit database
Reason: Long term service as the town's tax mapper; extensive knowledge of tax mapping and the town; good service; easy to work with
Annual cost: $2,200 (FY15)--$4,475 (FY14)

Shelburne Limestone
Service: Limestone for road repairs—primarily used for driveways adjacent to roads being repaired
Reason: Conveniently located
Annual cost: $754 (FY15); $687 (FY14); $7,270 (FY13)

SJW Docks (Steve Williams)
Service: Operation and maintenance of Thompson's Point Wastewater System
Reason: Extremely knowledgeable about the wastewater system; very reliable; excellent service and communications with town staff and with Thompson's Point residents
Annual cost: $94,312 (FY15)

SJW Docks (Steve Williams)
Service: Installation, removal and repair of docks/floats at the Town Beach
Quotes from other vendors were obtained in _____
Reason: Very reliable; excellent service and communications with town staff
Annual cost: $5,255 (FY15)

Stitzel, Page & Fletcher
Service: Legal advice and representation
Reason: Long term service; extensive experience with the many areas of municipal law; size of firm allows access to multiple perspectives; reliable service
Annual cost: $31,041 (FY15); $42,749 (FY14); $15,479 (FY13)

Team EJP South Burlington
Service: Source of culverts
Reason: Good location; short turnaround
Annual cost: $20,486

Troy Tsounis
Service: Computer network support; computer trouble-shooting
Reason: Good rates; good service; reliable; town resident
Annual cost: $4,335 (FY15)

Vermont League of Cities and Towns
Service: Range of services assisting municipal functions, including: insurance, education, lobbying state legislature, legal advice
Reason: Extensive experience; good customer service; provides wide range of assistance

Annual cost: annual dues = $4,992 (FY16); unemployment insurance = approx. $750;
property/liability insurance = $41,230 (FY16)

Vermont Offender Work Program
Service: Source of road signs
Reason: Good product; good pricing
Annual cost: $1,092 (FY15)

Vertec Supply Co.
Service: Source of culverts and fabric for road repair and reconstruction
Reason: Good location; reasonable pricing
Annual cost: $1,200 (FY14)