



**PUBLIC SERVICE BOARD MEETING  
AGENDA ITEM  
REGULAR MEETING**

**Wednesday, May 13, 2020**

**SUBJECT**

Sole Source Authorized Distributor for Volvo and Gradall Parts and Services for Construction Equipment

**BACKGROUND**

The Volvo and Gradall parts and services contract will be used to maintain EPWater's Volvo construction equipment and Gradall excavators. The contract will provide original equipment manufacturer parts and factory trained technicians to support our operations.

**STRATEGIC OBJECTIVES SUPPORTED**

Improve Efficiency

**EVALUATION PROCESS**

Sierra Machinery is the only authorized Volvo and Gradall Equipment dealer in El Paso County. Staff recommends the purchase of the Volvo and Gradall parts and services for construction equipment from Sierra Machinery.

**FINANCIAL IMPLICATIONS**

Sufficient funds are available in various accounts, and the funding sources are the Water and Sewer Fund and the Stormwater Operating Fund.

**PROPOSED ACTION REQUESTED**

Consider and approve a sole source authorized distributor contract for Volvo and Gradall parts and services for construction equipment to Sierra Machinery, Inc. in the estimated annual amount of \$100,000 with the option for two, one-year extensions.

**SUPPORTING DOCUMENTATION PROVIDED**

- Sole Source Affidavit
- Authorized Distributor Letters

VOLVO CONSTRUCTION EQUIPMENT



January 27, 2020  
(717) 300-6075

Ms. Maria Teran  
Sierra Machinery, Inc.  
939 Hawkins Blvd.  
El Paso, TX 79915

RE: Volvo Construction Equipment North America, LLC ("Volvo CE")

Dear Ms. Teran:

Please be advised that Sierra Machinery, Inc. ("Sierra") is currently the only authorized Volvo CE Dealer for full-line Volvo CE products in the following Counties of (i) New Mexico: Chaves, Dona Ana, Eddy, Grant, Hidalgo, Lincoln, Luna, Otero, Sierra and; (ii) Texas: Brewster, Culbertson, El Paso, Hudspeth, Jeff Davis, Pecos, Presidio, Reeves, and Terrell.

Sierra is currently the only authorized Volvo CE Dealer for full-line Volvo road products in the following Counties of Texas: Brewster, Culbertson, El Paso, Hudseth, Jeff Davis, Presidio, and Terrell and the following counties of New Mexico: Chaves, Dona Ana, Eddy, Grant, Hidalgo, Lea, Lincoln, Luna, Otero and Sierra.

Thus, currently Sierra Machinery is the only authorized source of genuine Volvo CE parts and service for construction equipment in the above areas. Parts and services ordered from Sierra Machinery will provide warranty of the products.

Please feel free to call if you have any questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lisa C. Slocum".

Lisa C. Slocum  
Manager – Legal Department

[www.volvoce.com](http://www.volvoce.com)

Volvo Construction Equipment  
304 Volvo Way  
Shippensburg, PA 17257

Telephone  
switchboard  
717-532-9181

Telefax  
717-530-3408

# GRADALL®

GRADALL INDUSTRIES, INC.

January 27, 2020

To Whom It May Concern:

This letter is to confirm that Sierra Machinery, Inc. is the Gradall Excavator distributor for the following territory:

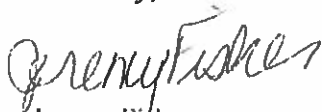
In the State of Texas, the Counties of El Paso, Hudspeth, Culberson, Jeff Davis, Presidio, Brewster, Reeves, Pecos, and Terrell.

The State of New Mexico.

As a sole source provider of Gradall Industries, Inc., Sierra Machinery, Inc. is responsible for all machine and parts sales, as well as service.

Thank you again for your time. If you have any questions please feel free to contact me.

Sincerely,



Jeremy Fisher  
Regional Sales Manager



EL PASO WATER UTILITIES PUBLIC SERVICE BOARD

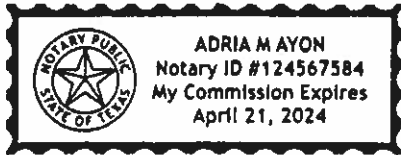
SOLE SOURCE AFFIDAVIT

Before me, the undersigned official, on this day, personally appeared a person known to me to be the person whose signature appears below, whom after being duly sworn upon his/her oath deposed and said:

- 1. My name is Maria F. Teran. I am over the age of 18, have never been of a convicted crime and am competent to make this affidavit.
2. I am an authorized representative of the following company or firm: Sierra Machinery, Inc.
3. The above named company or firm is the sole source for the following item(s), product(s) or service(s): VOLVO, DOOSAN, and GRADALL
4. Competition in providing the above named item(s) product(s), service(s) is precluded by the existence of a patent, copyright, secret process or monopoly as stated under Section 252.022, Subchapter A of the Local Governmental Code 7A or as provided for under 7B-F of the same section. Also, attached hereto is a sole source letter, which sets forth the reasons why this Vendor is a sole source provider (dated and signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
6. Note: This Vendor understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible Vendor on this and future purchases and may result in discontinuation of any/all business with the El Paso Public Utilities-Public Service Board.

Signature

SUBSCRIBED AND SWORN to before me on this 9th day of APRIL 20 20



ADRIA M. AYON
NOTARY PUBLIC
PRINTED NAME
MY COMMISSION EXPIRES 4/21/2024

COMPANY NAME: Sierra Machinery, Inc.

ADDRESS, CITY, STATE & ZIP CODE: 939 Hawkins Blvd., El Paso, TX 79915

PHONE: 915-772-0613 FAX NUMBER: 915-779-6086

CONTACT NAME AND TITLE: President / CEO

WEB ADDRESS: www.sierraelpaso.com EMAIL: magia@sierraelpaso.com

FEDERAL TAX ID NUMBER: 74-2160500 TEXAS SALES TAX NUMBER: 1-742160500