PUBLIC UTILITIES REQUISITION REQUEST FORM

Select Type

X	Sole Source NOTE: Exempt from bidding 2.563(1)(a): SOLE SOURCE LETTER ADDRESSED TO CITY AND DIRECTOR (OR DESIGNEE) JUSTIFICATION ATTACHED. (Complete Sole Source section below)
	Standardization– NOTE: Exempt from bidding 2.563(1)(d): IMPRACTICAL TO BID (Complete Sole Source Section below and state why it is impractical to bid)
	Standardization
	$1,000 - $2,499.99 Purchasing a Fixed Asset (Quote for equipment)
	$2,500 - $50,000 (3 Quotes)
	$50,000 - $99,999 (Formal Bid)
	$100,000 (Agenda City Council Approval)

Note: Certificate of Insurance is required for vendor on City property or working on City asset

DATE	4-24-2025
VENDOR	LINKO Technology Inc. (Aquatic Informatics)
AMOUNT	$24,020.00
SHIP TO	Public Utilities / WET Division / Industrial Pretreatment Program
VENDOR EMAIL	tiffany.elliott@aquaticinformatics.com
EMPLOYEE	Michael Flanigan / Corey O'Neil
ACCT CODE	421-1353-530300

SOLE SOURCE SECTION

What are we buying? Annual Access & Support 12-31-2024 to 12-31-2025 LINKO Support & Maintenance & Hosting service. LINKO CTS, LINKO FOG software subscription & POM Portal software subscription. Maintenance of software configuration in a web-based/hosted environment.
How do you intend to use the product/service? Compliance tracking with existing and new versions, error fixes, technical trouble shooting, assistance, etc.
Estimated cost/timeframe? $24,020.00 (1-1-2025 thru 12-31-2025)
What is the benefit for the agency/city/public? The Industrial Pretreatment Program maintains and tracks compliance of Industrial and commercial customers via the Clean Water Act. To fulfill this requirement IPP purchases and uses LINKO CTS, LINKO FOG and POM Portal. This is the only record keeping database currently used by the IPP.
What about this vendor makes them a single source? LINKO, (Aquatic Informatics), is the sole source supplier of LINKO CTS, LINKO FOG and POM Portal.
What is unique about the product? Their hosted environment eliminates burdens of support. It drastically reduces memory storage needs, conserving I.T. resources. Nothing is needed to be installed on City equipment. All that is required is a Windows Operating System and Internet access. All maintenance tasks, back-ups, patches, updates, etc. are handled by LINKO, (Aquatic Informatics). The entire database is also accessible through our Tablets which can be used in real time while in the field.
Is there an alternative available? No
If so, why is not acceptable? N/A

Revised: 5/11/18

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