



# CITY OF HOLLYWOOD, FLORIDA

## PROCUREMENT SERVICES DIVISION

### Sole Source Justification Form (Use for Purchases(s) in excess of \$1,000)

Per City of Hollywood Ordinance § 38.40 (C) (3) 'sole source' purchases are exempt from the competitive bid and competitive proposal requirements. *Sole-source supplies and services, such as unique, patented, or franchised supplies or services, are exempt if the Director of Procurement Services determines, after a good faith review of available sources, that a particular supply or service is available from only one source.*

Date 2/3/14

Department/Office Public Utilities

Division/Area WWTP

Contact Person Hubert H Barnes

Title WWTP Maintenance Supt

Phone 3637

Email hbarnes@hollywoodfl.org

1. Requested Vendor Carter/VerPlanck

Vendor Number \_\_\_\_\_

Address P.O. Box 24169, Tampa, FL 33623-4169

Contact Person Jack Cantos

Title \_\_\_\_\_

Phone 813-287-0709

Email jackcantos@carterverplanck.com

2. Product/Service being requested (be specific). Purchase of a replacement pump for deepwell #3

3. Detailed description of the product/service function and purpose. Well pump #3 failed during operation. The cost of repairing it is \$151.3K. The cost of buying a new pump is \$125.5K.

4. Please explain in detail why this vendor is the sole source supplier for the required product/service. Be sure to explain the necessary features this vendor provides which are not available from any other vendor. The damaged pump is a part of a system of similar pumps that form a network of equipment engineered for a common cause. No other model pump will fit into the limited compact space available. Carter/Verplanck is the local representative for the pump manufacturer, Flowserve.

5. Please explain in detail what process the Department/Office took to verify that there are no other vendors or products/services available to perform the required function.

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)

Only Carter/Verplanck is authorized by the manufacturer to act on their behalf in this geographical area. See sole source letter attached for easy reference.

6. Please submit supporting documentation from the vendor or other sources certifying that this vendor is a sole source for the required product/service being requested. For example, the vendor holds the distribution rights, productions rights, copyrights, trademark and/or patent:

☒ Vendor holds the exclusive rights for the product/service.

☒ Vendor is the sole provider of the product/service that has unique characteristics essential to the needs which no other product is capable.

☐ Product is replacing existing product and necessary to maintain warranty or service contract.

☒ Product is replacing existing product and is not interchangeable with any other product.

7. Total cost of the requested product/service? \$125,506.00

8. Total estimated annual (fiscal year) cost of requested product/service? \$126,000.00

Account Number(s) 42.4000.85299.536.006302 \_\_\_\_\_

9. Is this product/service covered by a warranty? ☒ Yes ☐ No

If yes, please attach a copy of the warranty details.

10. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

☐ Yes ☒ No

If yes, please describe the related products/services and estimated cost(s.)  
\_\_\_\_\_

11. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

☐ Yes ☒ No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.)  
\_\_\_\_\_

12. Is this a grant related purchase? ☐ Yes ☒ No

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.) \_\_\_\_\_

Will this require matching funds? ☐ Yes ☒ No

What is the grant source? \_\_\_\_\_

What is the grant (dollar) amount? \_\_\_\_\_

13. Please complete an advanced search of the vendor recommended for award on the Federal Government's Excluded Parties List System at [www.epls.gov](http://www.epls.gov).

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)

Date of Advanced Search 2/3/14

Company Name(s) Searched

Carter/VerPlanck

Search Results

None

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_


### REQUESTING DEPARTMENT RECOMMENDATION

**WARNING:** Per Florida Statutes 838.22(2) – "It is unlawful for a public servant, with corrupt intent to obtain a benefit for any person or to cause unlawful harm to another, to circumvent a competitive bidding process required by law or rule by using a sole-source contract for commodities or services.

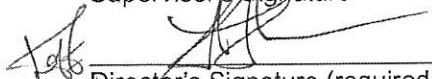
I recommend that the competitive quoting/bidding process be waived and that the goods/services be purchased as a sole source.

  
Contact Person's Signature

2/3/14  
Date

  
Supervisor's Signature

2/5/14  
Date

  
Director's Signature (required over \$10,000)

2/10/14  
Date

### APPROVAL (Procurement Service Division Use Only)

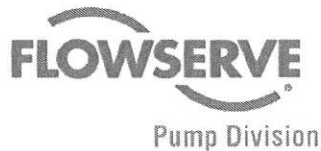
Verified By:		Date	
Approved By:		Date	

Procurement Service Division use only

Requisition # R \_\_\_\_\_  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)



January 30, 2014

Mr. John Feaster  
City of Hollywood  
PO Box 229045  
Hollywood, FL 33022-9045

Re: Flowserve Pump Company  
Sales Channel Coverage  
Water Resources Market

Please be advised that Carter & Verplanck, Inc. is the sole and exclusive representative for Flowserve Pump Division (formerly Ingersoll-Dresser Pump Company) products in the Water and Wastewater Resources market.

These product lines include heritage brand names such as ACEC™ Centrifugal Pumps, Aldrich® Pumps, Byron Jackson® Pumps, Cameron® Pumps, Durco® Pumps, Flowserve® Pumps, IDP® Pumps, Jeumont-Schneider™ Pumps, Pacific® Pumps, Pleuger® Pumps, Scienco® Pumps, Sier-Bath® Rotary Pumps, TKL™ Pumps, United® Centrifugal Pumps, Western Land Roller® Irrigation Pumps, Wilson-Snyder® Pumps, Worthington® Pumps and Worthington Simpson® Pumps.

This agreement also includes the sale of new units as well as After-Market sales such as parts, repairs, revamps, rebuilds, and service.

Please be advised that the Flowserve Corporation owns all of the above named pump manufacturers, and has incorporated them under the name Flowserve Pump Division.

The geographical areas of responsibility for Carter & Verplanck, Inc. are the states of Florida, Georgia, Alabama and Tennessee.

Mr. Ken Walker is the principal of record at Carter & Verplanck, Inc.

Very truly yours,

*Sam Moore*

Manager - Customer Service  
Flowserve - Taneytown, MD

cc: J. Cantos



## Carter | VerPlanck

P.O. Box 24169  
Tampa, FL 33623-4169  
Tel: 813.287.0709  
Toll Free: 800.329.2255  
Fax: 813.282.0818

## Quotation

To: City of Hollywood  
Wastewater Treatment Plant

Date: 28 January 2014

Attn: Hubert Barnes/John Feaster  
Reference: Flowserve Effluent Pump

By: Jack Cantos  
E-mail: jackcantos@carterverplanck.com

### WE ARE PLEASED TO QUOTE YOU ON THE FOLLOWING MATERIAL

1	<p>Repair Services for Flowserve Pump Serial #S002116; Type MN, Size 16MN33 Fr-9H. Our price includes new parts and labor as follows:</p> <ul style="list-style-type: none"><li>Casing.</li><li>Casing Gaskets.</li><li>Impeller with Wear Ring installed.</li><li>Suction Head Wear Ring with Screws.</li><li>Bearings.</li><li>Grease Seals.</li><li>Shaft.</li><li>Impeller Nut with Set Screws.</li><li>Shaft Sleeve.</li><li>Mechanical Seal.</li><li>Labor to assemble all parts of the repaired pump and install the Mechanical Seal on-site.</li><li>Freight to jobsite.</li></ul> <p>Price does not include:</p> <ul style="list-style-type: none"><li>Mounting repaired pump to the pump base.</li><li>Connecting repaired pump to the existing piping.</li><li>Alignment Services.</li></ul> <p>Validity:</p> <ul style="list-style-type: none"><li>This Quotation is valid for 30 days.</li></ul> <p>Payment Terms:</p> <ul style="list-style-type: none"><li>100% Net 30 days from Invoice date.</li></ul> <p>F.O.B.:</p> <ul style="list-style-type: none"><li>Taneytown, MD.</li></ul> <p>Taxes:</p> <ul style="list-style-type: none"><li>This Quotation does not include any Sales or Use Tax payable under any State or Federal Statute.</li></ul>	\$151,277.00
---	--	--------------

Carter & VerPlanck, Inc.  
P.O. Box 24169  
Tampa FL 33623-4169

Quote	488
Date	12/30/2013
Page	1

**Bill To:**

City of Hollywood  
Accounts Payable  
PO Box 229045  
Hollywood FL 33022-9045

**Ship To:**

City of Hollywood  
Wastewater Treatment Plant  
1621 N 14 Ave  
Hollywood FL 33020-3211

Purchase Order No.		Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.
		HOLLYWOOD	PJC	UPS GROUND	NET 30	0/0/0000	8,095
Quantity	Item Number	Description		UOM	Discount	Unit Price	Ext. Price
2	86793098	Gasket, Casing		EACH	\$0.000	\$603.000	\$1,206.00
1	88377442	Casing, 16MNZ33		EACH	\$0.000	\$35,924.000	\$35,924.00
✓ 1	BARE PUMP	Duplicate Bare Pump Ground Freight Included		Each	\$0.00	\$125,506.00	\$125,506.00