



CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

Sole Source Justification Form (Use for Purchases(s) over \$5,000)

Per City of Hollywood Ordinance § 38.41 (C) (2), sole source purchases are exempt from competitive bid and competitive proposal requirements. *Sole-source goods, supplies, materials, equipment and services, such as unique, patented, or franchised goods, supplies, materials, equipment or services, are exempt if the CPO determines, after conducting a good faith review of available sources, that the particular supply or service is available from only one source.*

Date 2/27/2023

Department/Office: Public Utilities

Division/Area: Wastewater

Requestor: Coy Mathis

Title: Interim Assistant Director-
Operations

Phone: 954-921-3288

Email: cmathis@hollywoodfl.org

1. Requested Vendor: Environmental Equipment Services, Vendor Number:
LLC (EES)

Address: 3616 Harden Blvd. #337 Lakeland, Florida 33803

Contact Person: Mauricio Amaya

Title: Southeast Florida Sales Engineer

Phone: 863-450-3595

Email: ma@ees-fl.com

2. Product/Service being requested (be specific). Three (3) each Ross valves and ancillary equipment to include installation of new valves and pumps and the removal of old depilated valves and pumps.

3. Detailed description of the product/service's function and purpose. Replacement of three Deep Well Pumping Station Ross control valves and four water booster pumps that control the Ross valves. The valves and pumps are needed to control water flow and delivery to two deep injection wells.

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. Environmental Equipment Services, LLC is the authorized sole provider and supplier of all Ross manufacture valves. No other vendor can provide the necessary equipment to replace the existing equipment that will fit and match the current design features of the Ross manufacture valves.

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. In contacting the Ross Valve the original manufacturer of our Ross valve equipment they informed us Environmental Equipment Services, LLC is the authorized sole source provider of the equipment, parts and services needed to replace our equipment.

(Revised 03/2022)

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 required function which no other product/service is capable of satisfying.
- 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.
- Other (Please explain).

7. Total cost of the requested product/service? \$449,500.00

8. Total estimated annual (fiscal year) cost of requested product/service? \$449,500.00

Account Number(s) 442.409903.53600.599990.001647.000.000. Replace Ross Valves

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

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

10. Will grant funds be used to pay for the requested product/service? Yes No

If yes, please explain

REQUESTING DEPARTMENT RECOMMENDATION

WARNING: Per Florida Statutes 838.22(2) – “It is unlawful for a public servant or a public contractor who has contracted with a governmental entity to assist in a competitive procurement to knowingly and intentionally obtain a benefit for any person or to cause unlawful harm to another by circumventing a competitive solicitation process required by law or rule through the use of 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.

DocuSigned by:

 31F097B3280644A...
 Requestor's Signature

2/27/2023

 Date

DocuSigned by:

 6385CE2A8EB545E...
 Director's Signature

2/27/2023

 Date