



CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

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PROCUREMENT SERVICES
DIVISION

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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 1/13/15

Department/Office 4041

Division/Area WWTP

Contact Person Hubert H Barnes

Title 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 (81)3-287-0709

Email _____

2. Product/Service being requested (be specific). Purchase of a replacement pump for deepwell #2 and a hardened drive shaft for deepwell pump #1

3. Detailed description of the product/service function and purpose. Well pump #2 failed during operation. The failure is similar to that experienced on pump #3. The aim here is to replace the failed pump and to secure a shaft to be installed in pump#1 to prevent a failure there. The cost of the pump and accompanying mechanical seal (installed) is \$134,322.00. The cost of the shaft is \$12,495.00

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 deep well pumps are parts 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 space available. Carter VerPlanck is the local representative for the pump manufacturer, Flowserve

Procurement Service Division use only

Requisition # R _____

Purchase Order # P _____

Blanket Purchase Order # _____

BPO _____

(As Applicable)

(As Applicable)

(As Applicable)

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.

The attached sole-source Letter from Flowserve indicates that Carter VerPlanck is the authorized exclusive distributor of their equipment in this geographical area. A sole-source letter is 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? \$146,817.00

8. Total estimated annual (fiscal year) cost of requested product/service? \$146,817.00

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? _____

Procurement Service Division use only

Requisition # R _____
BPO _____
(As Applicable)

Purchase Order # P _____
(As Applicable)

Blanket Purchase Order # _____
(As Applicable)

13. Please complete an advanced search of the vendor recommended for award on the Federal Government's Excluded Parties List System at www.sam.gov.

Date of Advanced Search _____

Company Name(s) Searched

Search Results

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

1/14/15

Date



Supervisor's Signature

1/14/15

Date





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

1/26/15

Date

01/23/15

APPROVAL (Procurement Service Division Use Only)

Verified By:		<u>4-29-15</u>	Date	<u>2-23-15</u>
Approved By:			Date	<u>4-29-15</u>

Procurement Service Division use only

Requisition # R _____
BPO _____
(As Applicable)

Purchase Order # P _____
(As Applicable)

Blanket Purchase Order # _____
(As Applicable)



January 6, 2015

Mr. Coy Mathis
Public Utilities Manager - Wastewater
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



4910 W. Cypress St.
Tampa, FL 33607-3802
Phone: 813-287-0709
jackcantos@carterverp.com

TO **Coy Mathis**
Public Utilities Manager - Wastewater
City of Hollywood, FL

Quotation prepared by: Jack Cantos

Sales Tax is not included in this Quotation.

THANK YOU FOR YOUR BUSINESS



CART&VE-01

SONEILL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/8/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # L087115
Hub International Southeast
600 Cleveland Street
Suite 600
Clearwater, FL 33755

CONTACT NAME:
PHONE (A/C, No, Ext): (727) 797-0441 FAX (A/C, No): (727) 669-0673
E-MAIL ADDRESS:

INSURED

Carter & VerPlanck Inc.
Nova Water Technologies
4910 W. Cypress Street
Tampa, FL 33607

INSURER(S) AFFORDING COVERAGE NAIC #
INSURER A: Zurich American of Illinois 27855

INSURER B: American Guarantee & Liability 26247

INSURER C:

INSURER D:

INSURER E:

INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		CPO5835023-02	11/03/2014	11/03/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			CPO5835023-02	11/03/2014	11/03/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			AUC 6555640-05	11/03/2014	11/03/2015	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ Other Aggregate \$ 2,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: City of Hollywood FL, Wastewater Treatment Plant, 1621 N 14 Ave., Hollywood FL 33020-3211

Certificate Holder as additional insured as their interests may appear

CERTIFICATE HOLDER

City of Hollywood FL
P O Box 229045
Hollywood, FL 33022

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Notice of Intent to Award a Sole Source Procurement

Date: March 26, 2015

NTSS-035-15

Due Date for Comments: April 1, 2015

E-mail Address: jwasserman@hollywoodfl.org

Fax Number: 954-921-3086

THIS IS NOT A COMPETITIVE BID

The proposed contract action is for product or services for which the City of Hollywood intends to negotiate and award with only one source under the authority of the City of Hollywood City Code Section 38.40 (C) (3) Sole-source supplies and services. Any responses received as a result of this Notice of Intent shall be considered solely for the purpose of determining whether to conduct a competitive procurement in the future. Responses will not be considered as proposals, bids, or quotes.

The Procurement Services Division has received a request to make the following sole-source procurement:

Requesting Department/Office: Public Utilities

Product and/or services to be purchased: Flowserve Pump Part # 16MN33, complete pump w/ seal, Part# 88415414, shaft, A424 GR 4140 Carbon Steel, labor

Anticipated Cost: \$146,817.00

Sole Source Justification: Carter & Verplanck, Inc. is the sole and exclusive representative for Flowserve Pump Division products.



Action To Be Taken:

No action is required if you agree this proposed purchase is a valid sole-source. If you do not agree that this proposed purchase is a sole-source, you may respond by submitting in writing their name, address, point-of-contact, telephone number, email, and a statement regarding capability to provide the specified procurement. Interested firms will be considered only if they respond with clear and convincing documentation that they are capable of meeting or exceeding the requirements stated herein. All responses received within five (5) business days after the date of publication of this synopsis will be reviewed by the City.

All responses must be in writing and returned to ATTN: Joel Wasserman, by Email or Facsimile number 954-921-3086 prior to the "Due Date for Comments." Please do not submit a bid for this public posting.



Welcome dmainero@hollywoodfl.org |

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Contact us
or call 800-990-9339[Home](#)[Search](#)[Source](#)[Contracts](#)[Tools](#)[Schedule](#) [Task](#) [Note](#)[Vendor view of bid](#)[Chat](#) | [Description](#) | [Attachments](#)Bid #NTSS-035-15 - Part # 16MN33, Complete Pump W/ Seal, Part# 88415414, Shaft, A424 GR 4140 Carbon NOTICE TO SOLE SOURCE  Time Left **Bid has ended.**Time Started **Mar 27, 2015 12:12:26 PM EDT**Time Ended **Apr 3, 2015 5:00:00 PM EDT**Agency Information **City of Hollywood, Florida, FL** ([view agency's bids](#))

Notifications

[Report](#) ([Bidder Activity](#))# of suppliers that viewed **14** ([View](#))

Q & A

[View Questions & Answers](#)

Q&A Deadline: Apr 3, 2015 3:00:00 PM EDT

Department **Public Utilities** ([view department's bids](#))Bid Classifications [Classification Codes](#)Bid Regions [Regions](#)Bid Contact [see contact information](#)View Rules Click here to [change](#) the rules for this bid.Best and Final Offer: [Create](#)**Approval**View Approval Flow [View Approval Flow](#)Approval Status **Approved****Description**Bid Number **NTSS-035-15**Title **Part # 16MN33, complete pump w/ seal, Part# 88415414, shaft, A424 GR 4140 Carbon**Budgeted Amount **\$146,817.00** ([change](#))Estimated Amount **\$146,817.00**Estimated Amount **\$146,817.00** (This price is estimated - not guaranteed)Description **Carter & Verplanck, Inc. is the sole and exclusive representative for Flowserve Pump Division products.**

The proposed contract action is for product or services for which the City of Hollywood intends to negotiate and award with only one source under the authority of the City of Hollywood City Code Section 38.40 (C) (3) Sole-source supplies and services. Any responses received as a result of this Notice of Intent shall be considered solely for the purpose of determining whether to conduct a competitive procurement in the future. Responses will not be considered as proposals, bids, or quotes.

Documents[Select All](#) | [Select None](#) | [Download Selected](#)1.  [NTSS-035-15 Carter VerPlanck.pdf](#) ([download](#)) = Included in Bid Packet  = Excluded from Bid Packet**Contractor Advertisements**[View All Ads](#)

There are no advertisements on this solicitation.

NOT AWARDED REASON

City of Hollywood did not receive any responses to the NTSS and will proceed with award to Carter Verplanck Company.

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Questions? Contact a BidSync representative: 800-990-9339 or email: support@bidsync.com

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