



CITY OF HOLLYWOOD, FLORIDA

OFFICE OF PROCUREMENT AND CONTRACT COMPLIANCE

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 10/18/2025

Department/Office Public Utilities

Division/Area WWTP

Requestor Joel Blanco

Title WWTP Superintendent

Phone 954-921-3288

Email jblanco@hollywoodfl.org

1. Requested Vendor Water Treatment & Controls

Vendor Number 11361

Address 9900A N. Palafox Street, Pensacola, FL 32534-1227

Contact Person Chip Ross

Title WTC Manager

Phone 850-474-1805

Email chip@watertc.com

2. Product/Service being requested (be specific). Annual Preventive Maintenance and Emergency Services for the Chlorine Facility at the WWTP.

3. Detailed description of the product/service's function and purpose. The Chlorine Treatment Process is a critical regulatory requirement for the disinfection of treated wastewater discharged to the ocean outfall and the reuse water system which is utilized for irrigation of golf courses, parks and roadways.

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 chlorine delivery system is comprised of parts and equipment that is manufactured by Wallace and Tiernan. Water Treatment & Controls is the exclusive sole source authorized representative for Wallace and Tiernan parts, equipment, and service.

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 letter from Evoqua Water Technologies/Wallace and Tiernan establishes Water Treatment & Controls as the exclusive representative for original manufactured equipment sales as well as maintenance and repair services in the State of Florida.

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? \$220,000.00

8. Total estimated annual (fiscal year) cost of requested product/service? \$220,000.00

Account Number(s) 442.400602.53600.552240.000000.000.000 Maintenance - Facilities

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 N/A

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.

DS
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DocuSigned by:
Joel Blanco
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Requestor's Signature

DS
KDM
DocuSigned by:
Vincent Morella
6385GE2A8EB545E...
Director's Signature

10/19/2025

Date

10/21/2025

Date