



CITY OF HOLLYWOOD, FLORIDA

OFFICE OF PROCUREMENT AND PERFORMANCE MANAGEMENT

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 April 2, 2026

Department/Office Public Utilities

Division/Area SRWWTP

Requestor Ameer Khan

Title Asset Manager

Phone 954 921 3288

Email akhan@hollywoodfl.org

1. Requested Vendor MKI Services Inc.

Vendor Number 34195

Address 7284 West Palmetto Park Road Suite 304, Boca Raton, FL 33433

Contact Person John Mushinsky

Title Vice President

Phone 954.755.2092

Email jmm@mosskelley.com

2. Product/Service being requested (be specific). Cage Drive Model C60 for Clarifiers #3 and #8

3. Detailed description of the product/service's function and purpose. The drive units for clarifiers provide the rotational force necessary to turn rake arms, which transport settled solids to the center of the tank for removal. These units drive the sludge collection mechanism, at a slow, consistent, and controlled speed. This operation is typically achieved using a motor connected to a series of gear reducers, including primary, intermediate, and final stages, to ensure smooth and reliable movement.

As the rake arms rotate, they continuously move solids that have settled by gravity toward the central hopper, preventing sludge from accumulating at the bottom of the tank. This ongoing removal process is essential for maintaining efficient clarifier performance. By preventing sludge buildup, the system helps avoid septic conditions, reduces the biological load on secondary clarifiers, and contributes to maintaining clear water quality.

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. WesTech Engineering, Inc., is the sole manufacture of its products. MKI Services, Inc. is the sole or exclusive representative

for WesTech Engineering, Inc. within the state of Florida for the purchase of new products, OEM repair parts, repairs and maintenance.

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. MKI Services is the sole supplier per sole source letter attached.

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? \$366,800.00

8. Total estimated annual (fiscal year) cost of requested product/service? \$366,800.00

Account Number(s) 442.400602.53600.552240.000000.000.000 _____

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
Requestor's Signature
DocuSigned by:
Amir Khan
8E96B07837B8480
Director's Signature
DocuSigned by:
Vincent Morello
6385CF2A8EB545F

4/2/2026

Date

4/2/2026

Date

