



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 04/08/2025

Department/Office Public Utilities

Division/Area WWTP

Requestor Homero Rodriguez

Title Maintenance Superintendent

Phone 954 921 3288

Email hrodriguez@hollywoodfl.org

1. Requested Vendor Arroyo Process Equipment

Vendor Number 100273

Address 1550 Centennial Blvd, Bartow, FL 33830

Contact Person Robert Saucedo

Title Sales

Phone 305-709-1294

Email robert@arroyoprocess.com

2. Product/Service being requested (be specific). Perform repairs and rehab Oxygenation Train Mixers 5-2, 4-2, 3-3, 5-4, 3-2, 5-4, 2-1 and TANK 31 Mixer.

3. Detailed description of the product/service's function and purpose. Train mixers are used to keep the population of microorganisms alive, maintaining a homogeneous oxygen mixture to the mixed liquor (the influent raw sewage water and the return activated sludge from the clarifiers) with an adequate oxygen level for the microorganism's population growth, necessary for the biological treatment process.

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. Arroyo Process Equipment is the sole supplier of Mixing and Mass Transfer Technologies LLC /Lotepro equipment in The State of Florida and the sole provider of all aftermarket service and repairs for Mixing and Mass Transfer Tech/Lotepro, formerly M2T Technologies.

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. There are no other products available to us, due to

(Revised 04/2023)

the installed equipment are M2T and Lightnin Mixers, and Arroyo Process Equipment Is the sole supplier of Mixing and Mass Transfer Technologies LLC /Lotebro and the sole provider of all aftermarket service and repairs for Mixing and Mass Transfer Tech/Lotebro, formerly M2T Technologies. Sole Source letter is 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? \$314,537.00

8. Total estimated annual (fiscal year) cost of requested product/service? \$314,537.00

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 _____

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
SU

DocuSigned by:
Homero Rodriguez
C8C210FB49D0493...

Requestor's Signature

DocuSigned by:
Vincent Morella
6285CE3A8E8645E...

Director's Signature

4/9/2025

Date

4/9/2025

Date