

Sole-Source/Single-Source Justification

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 rule by using a sole-source contract for commodities or service. Florida Statute, Chapter 838.22

Sole Source Definition:

A source selected for the purchase of goods or service over \$3,000.00 when there are no other sources capable of providing the goods of services except for the one selected.

Single Source Definition:

A source selected for the purchase of goods or service over \$3,000.00 due to the compatibility of equipment, replacement parts, training, warranty, or some other unique purpose e though other sources are available.

Sole Source/Single Source purchases of \$50,000 or more require City Commission approval.

General Info	Vendor Info	Goods/Service Info	Authorization
Requesting Dept: <input type="text" value="UTILITY OPERATIONS"/>	Requestor's Name: <input type="text" value="MCDONALD, ROBERT"/>		
Today's Date: <input type="text" value="09/21/2022"/>	Requestor's Title: <input type="text" value="PROJECT MANAGER"/>		
Total Amount: <input type="text" value="\$237,342.00"/>	IT Related Purchase: <input type="radio"/> Yes <input checked="" type="radio"/> No		
Description of Product or Service: <input coconut="" creek="" pads"="" pro="" read="" special"="" touch="" type="text" value="Neptune Meters with S1955 "/>			
Or if based on usage not to exceed approved budgeted funds:			
Fund: <input type="text" value="4191"/>	Account: <input type="text" value="5500"/>	Project Code: <input type="text"/>	
Initial Contract Term: <input type="text"/>	to: <input type="text"/>		
Renewal Terms: <input type="text"/>	to: <input type="text"/>		
<input type="text"/>	to: <input type="text"/>		
Vendor Name: <input type="text" value="Ferguson Enterprises, Inc."/>			
Vendor Contact: <input type="text" value="Benjamin Jacobs"/>			
Street Address: <input type="text" value="1950 N.W. 18th Street"/>			
City: <input type="text" value="Pompano Beach"/>			
State: <input type="text" value="Florida"/>			
Zip: <input type="text" value="33069"/>			
Email Address: <input type="text" value="benjamin.jacobs@ferguson.com"/>			
Phone (TYPE #s ONLY NO DASHES): <input type="text" value="(954) 973-8100"/>			
Fax (TYPE #s ONLY NO DASHES): <input type="text"/>			

Please check all statements applicable to the purchase of the particular good/service you are requesting as a sole or single source purchase:

- Sole provider of a licensed or patented good or service.
- Sole provider of items that are compatible with existing equipment, inventory, systems, programs or services.
- Sole provider of goods and services for which the City has established a standard.
- Sole provider of factory-authorized warrant service.
- Sole provider of software maintenance/annual fees on existing software or web-based subscription
- Sole provider of goods or services that will meet the specialized needs of the City or perform the intended function (attach documentation).
- None of the above apply. A detailed explanation and justification for this sole source request is attached.

Product/Service Specifications:

Neptune Meters, sizing from 1" to 5/8"x 3/4"

Manufacturer:

Model No:

Features Requirements:

List the major features/capabilities that are required. What unique design/performance features does this good or provider of the services have that are essential to your requirements? Provide a brief technical explanation as to why these features are essential. Identify the manufacture/model of your existing equipment, if applicable.

Ten years ago, the City changed its water meter brand from Sensus to Neptune following inventory and service issues. The City is currently looking into newer technology such as Automatic Meter Reading (AMR) and Automatic Meter Interface (AMI). Until a selection is made for the technology type and a manufacturer is chosen, it would be prudent to stay with the current brand, Neptune, as staff is familiar with its functionality and replacement parts.

Competing Brands Investigated:

Did you consider other goods or providers of services with similar capabilities? Indicate specific brands/models of competitors' products that were investigated and describe why not meet listed Features Requirements. List all contact names and phone numbers for competitors.

Other water meter brands: Zenner, Mueller and Badger, were considered as part of the City's Water Meter Replacement Program. A decision was made to use Neptune Water Meters going forward.

Brand Name Source:

Is the specific brand/model being recommended for procurement available from more than one source (i.e. more than one dealer or distributor)? If yes, list all ruled out vendors, who were ruled out, and the contact name and phone numbers of those vendors.

The vendor, Ferguson Enterprises, Inc. is the sole factory authorized representative for Neptune in Florida.

VIABILITY - Change-over to the new technology may take three years. During this time, the City would lose revenue if the meters are not replaced because they become more inaccurate as they age. It should be noted that the Neptune Meter can be converted to allow Automated Meter Reading, which would eliminate the need for "meter readers".

Statement of Need:

My department's recommendation for sole source is based upon an objective review of the product/service required and appears to be in the best interest of the City. I know of no other interest on my part or personal involvement in any way with this request. No gratuities, favors or compromising action have taken place. Neither has my personal familiarity with particular brands, type of equipment, materials or firms been in deciding influence on my request to sole source this purchase when there are other known suppliers to exist. I have attached the pertinent documentation showing what market research was conducted to preclude other items from consideration.

Policy:

Sole sources purchases exceeding \$50,000 require City Commission approval. If in one year or over the life of the contract terms combined, the amount exceeds \$50,000, this execution Sole Source shall require City Commission approval. A Notification of Intent to Award a Sole Source/Single Source will be posted electronically for at least 7 business days as per 287.05(3)(c), Florida Statute as amended from time to time.

Requestor:

Williams, Melissa

Date:

09/22/2022

Department Director:

Eishami, Osama

Date:

09/28/2022

IT Approval:

Date

Procurement Manager:

Jeethan, Linda

Date:

10/09/2022

Finance Director:

Lu, Karin

Date:

10/10/2022

City Manager:

Date:
