



## CITY OF COCONUT CREEK

FINANCE AND ADMINISTRATIVE SERVICES  
LINDA JEETHAN, PROCUREMENT MANAGER

4800 WEST COPANS ROAD  
COCONUT CREEK, FLORIDA 33063

RECEIVED

MAR 13 2024

CITY OF COCONUT CREEK  
CITY CLERK DEPARTMENT

March 13, 2024

### NOTIFICATION OF INTENT TO AWARD A SOLE SOURCE PURCHASE

The City of Coconut Creek, Florida and its Public Works Department intend to issue a Sole Source award to Hoover Pumping Systems for the procurement of supply and install irrigation pump stations throughout the city. Details regarding the intended vendor and product are as follows:

#### Vendor Information:

Vendor Name: Hoover Pumping Systems  
Vendor Contact: Kathleen VanKuren  
Address: 2801 N. Powerline Road  
City/State/Zip: Pompano Beach, FL 33069  
Phone: (954) 971-7350

#### Product/Service Specifications:

Manufacturer: N/A  
Description: Supply and install one (1) irrigation pump station at Wiles Road East and one (1) station at Pine Creek Greenway.

The City of Coconut Creek, Florida requests that prospective vendors provide information regarding their ability to supply the named product. Any vendor who believes that they possess an equal to or better product shall submit a written **Statement of Disagreement** outlining their reasons and concerns in detail along with sufficient documentation to substantiate their claim that their offering meets or exceeds the specifications of the intended product.

Statements of Disagreement shall be sent to [procurement@coconutcreek.net](mailto:procurement@coconutcreek.net) and **must be received on or before 5:00 pm ET on Thursday, March 21, 2024.**

Please be advised that City Hall is closed on Fridays and on holidays observed by the City. Normal business hours are Monday through Thursday between 7:00 am and 6:00 pm.

# 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 require 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 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:	FACILITY/PROPERTY MAINTENANCE		Requestor's Name:
Today's Date:	01/10/2024		Requestor's Title:
Total Amount:	\$92,153.01		IT Related Purchase:
Description of Product or Service:	Supply and install one (1) irrigation pump station at Wiles Road East and one (1) station at Pine Creek Greenway		<input type="radio"/> Yes <input checked="" type="radio"/> No
Or if based on usage not to exceed approved budgeted funds:			
Fund:	3971537	Account:	6860
		Project Code:	6860
Initial Contract Term:	03/01/2024	to:	03/01/2027
Renewal Terms:	03/01/2027	to:	03/01/2028
	03/01/2028	to:	03/01/2029
Vendor Name:	Hoover Pumping Systems		
Vendor Contact:	Kathleen VanKuren		
Street Address:	2801 N. Powerline Road		
City:	Pompano Beach		
State:	Florida		
Zip:	33069		
Email Address:	kathleenv@hooverpumping.com		
Phone (TYPE #s ONLY NO DASHES):	(954) 971-7350		
Fax (TYPE #s ONLY NO DASHES):	(954) 975-0791		

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:**

Supply and install irrigation pump stations throughout the city.

**Manufacturer:**

Hoover Pumping Systems

**Model No:**

Varies Based Upon Location

**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.

The City has been replacing aging pump stations with Hoover irrigation pump stations as well as for new systems for over twenty (20) years. City staff chose Hoover over other competing brands at that time because they used high quality parts which utilized the latest technology available in the market and that continues to be the case today. Currently ninety-three percent (93%) of all City owned irrigation pump stations are made by Hoover Pumping Systems with the remaining few non-Hoover stations programmed for replacement with Hoover pump stations within the next few years. When we replace a Hoover pump station with another Hoover station the City keeps the older system for parts and over the years has created an extensive supply of replacement parts which the irrigation crew uses to make necessary repairs. Finally, city staff utilizes Hoover's proprietary Flowguard software to monitor the performance of the pump stations. Their newest system Flowguard 3 uses cellular instead of hard-line communication which saves the City money by eliminating the monthly phone line costs. Furthermore, the phone company has notified Public Works that they are no longer supporting the phone line connections to the irrigation systems requiring the city to change the method of communication. Staff are also able to access Flowguard via their cellphone to determine if the system had or has any issues as well as if there are any excess flows which indicates a potential break. Additionally, staff is able to turn zones on and off remotely from their phones with this system which not only saves time and money but reduces risk by minimizing the time spent on medians exposed to traffic.

**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 they do not meet listed Features Requirements. List all contact names and phone numbers for competitors.

As mentioned above, the City did an extensive comparison of pump stations in the market many years ago and Hoover Pump Stations were chosen based upon their quality and reliability. The use of Hoover's proprietary Flowguard software program by City staff to monitor its irrigation systems has resulted in the continuous purchase of new and replacement Hoover stations and as such Hoover has become a single source for our irrigation pump station replacement needs. Flowguard is designed to only work with Hoover stations.

**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, why they were ruled out, and the contact name and phone numbers of those vendors.

We are proposing to purchase all future pump stations directly from Hoover Pumping Systems to avoid any markups by others. This will be the most cost effective way to procure them for the City.

**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 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 products, 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 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 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 Section 218.05(1)(c), Florida Statute as amended from time to time.

<b>Requestor:</b>	<input type="text" value="Rosen, Brian"/>	<b>Date:</b>	<input type="text" value="04/04/2024"/>
<b>Department Director:</b>	<input type="text" value="Mautte, Harry"/>	<b>Date:</b>	<input type="text" value="02/29/2024"/>
<b>IT Approval:</b>	<input type="text"/>	<b>Date:</b>	<input type="text"/>
<b>Procurement Manager:</b>	<input type="text" value="Jeethan, Linda"/>	<b>Date:</b>	<input type="text" value="03/12/2024"/>
<b>Finance Director:</b>	<input type="text" value="Lake, Peta-Gay"/>	<b>Date:</b>	<input type="text" value="03/12/2024"/>
<b>City Manager:</b>	<input type="text"/>	<b>Date:</b>	<input type="text"/>

---

# City of Coconut Creek InterOffice Memorandum

---

**To:** Linda Jeethan, Procurement Manager

**Date:** February 27, 2024

**From:** Brian Rosen, Senior Project Manager

*BR*

**Subject:** **Single Source Request for  
Hoover Irrigation Pump  
Stations**

---

The City has been replacing aging pump stations with Hoover irrigation pump stations as well as utilizing them for new systems for over twenty (20) years. City staff chose Hoover over other competing brands at that time because they used high quality parts which utilized the latest technology available in the market and that continues to be the case today. Currently ninety-three percent (93%) of all City owned irrigation pump stations are made by Hoover Pumping Systems with the remaining few non-Hoover stations programmed for replacement with Hoover pump stations within the next few years.

When we replace a Hoover pump station with another Hoover station, the City keeps the older system for parts and over the years has created an extensive supply of replacement parts that the irrigation crew uses to make necessary repairs. Finally, city staff utilizes Hoover's proprietary Flowguard software to monitor the performance of the pump stations. Their newest system Flowguard 3 uses cellular instead of hard-line communication, which saves the City money by eliminating the monthly phone line costs. Furthermore, the phone company has notified Public Works that they are no longer supporting the phone line connections to the irrigation systems requiring the city to change the method of communication. Staff are also able to access Flowguard via their cellphone to determine if the system had or has any issues as well as if there are any excess flows that indicates a potential break. Additionally, staff is able to turn zones on and off remotely from their phones with this system that not only saves time and money but also reduces risk by minimizing the time spent on medians exposed to traffic.

We are proposing to purchase all future pump stations directly from Hoover Pumping Systems to avoid price markups by others. This will be the most cost effective way to procure them for the City.