

# MANATEE COUNTY GOVERNMENT SOLE SOURCE INTENT TO AWARD

<b>SUBJECT</b>	OEM parts and repairs for Vac-Con sewer service equipment	<b>DATE POSTED</b>	MC 7/14/17 XSE
<b>PURCHASING REPRESENTATIVE</b>	George Earnest CPPB, Buyer, X 3044	<b>DATE CONTRACT SHALL BE AWARDED</b>	Contingent upon the acceptance of Purchasing Official (5 days)
<b>DEPARTMENT</b>	Utilities	<b>CONSEQUENCES IF DEFERRED</b>	Inability to repair sewer equipment
<b>SOLICITATION</b>	SS #201700194 Task #171934 Valid 7/21/2017	<b>AUTHORIZED BY DATE</b>	George Earnest CPPB, Buyer July 14, 2017 DE

## NOTICE OF INTENT TO AWARD

Sole Source Request #201700194 notice of Intent to Award to Southern Sewer Equipment Sales.

## ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws, Sections 2-26-40 & 2-26-45

## BACKGROUND/DISCUSSION

► Manatee County Public Works Department, Fleet Maintenance Division has need to maintain and repair Vac-Con sewer servicing equipment.

► Southern Sewer Equipment, Fort Pierce, FL is the sole source servicer and provider of parts for Vac-Con equipment, maintenance, parts and repairs.

If a vendor believes this item is not a sole source procurement, Manatee County Purchasing Division requires prospective vendors provide information regarding their ability to supply the commodity or contractual services described prior to the date indicated for "date contract shall be awarded".

<b>ATTACHMENTS</b> (List in order of attached)	<ul style="list-style-type: none"> <li>Sole Source Procurement Request Form</li> </ul>	<b>FUNDING SOURCE</b> (Acct Number & Name)	X Funds Verified Acct #5020012201- 595007
<b>ESTIMATED ANNUAL COST PER SUPPLIER</b>	<\$100,000.00	<b>AMT/FREQ OF RECURRING COSTS</b> (Attach Fiscal Impact Statement)	N/A



55 201700194  
**Sole Source/Noncompetitive Purchasing Request**

**Department:** Public Works/Fleet Svcs **Contact:** Angie Sharpe **Ext:** 7377

**Purchase Request (PR) Number:** Annual Form R066984/P1701070 **Date:** 7-12-2017  
03-09-2017

**Description:** VAC CON Sewer Maintenance Cleaning Trucks & Equipment Parts and  
(Explain request in detail) Service

**Vendor:** Southern Sewer Equipment **Phone:** 407-601-6919 **Cost:** As needed.

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**PART I – SOLE SOURCE PURCHASING** (*Sole source purchasing* is defined as the acquisition of commodities or services where there is only one available source for the required commodity or service. Ex: proprietary software or equipment, copyright)

1. Are these commodities or services only available from one single source? ☒ Yes ☐ No

2. Explain why the commodity/service being requested is the only commodity/service that can meet your needs and why alternatives are unacceptable. Be specific regarding specifications, features, capability, compatibility, etc.

Southern Sewer Equipment is the sole authorized VAC CON dealer for sales, parts and service in the state of Florida.

3. Why is this vendor the only source from which to make this purchase? Describe efforts made to verify this information. (Attach sole source letter from vendor as documentation)

Southern Sewer Equipment is the sole authorized VAC CON dealer for sales, parts and service in the state of Florida.

4. Explain the consequence to the County or its taxpayers, including a dollar amount of the financial impact, if the sole source purchase is not approved.

If this sole source procurement is not approved it would create the inability of Fleet Services to properly maintain this equipment. In turn, direct community support programs requiring the use of these machines would be unable to complete their statutory requirements to provide services to maintain public health, safety and welfare of the citizens of our community.

**NOTE:** In any case where the County seeks to purchase from a sole source materials for the construction, modification, alteration or repair of any county-owned facility, the Board of County Commission must first make the written findings required by Florida Statutes, Section 255.04.

I hereby request that a sole source/noncompetitive request be approved for the purchase of the above statement of work, material, equipment, commodity, or service.

  
Division Manager's Signature  
(up to \$25,000)

Michael J. Brennan, CEM  
Print Name

3/13/17  
Date

  
Department Director's Signature  
(Greater than \$25,000)

Ron Schulhofer  
Print Name

3-13-17  
Date

**FOR PURCHASING DIVISION USE:**

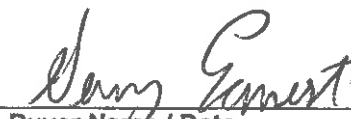
☒ **Sole Source:**

**Posting:** Categories Three and Four require an electronic posting for a minimum of five (5) business days. Category Five requires BCC approval and will be posted via board agenda for a minimum of seven (7) calendar days prior to board meeting.  
**Reports:** Categories One through Three reported quarterly to FMD and County Administrator.

☐ **Noncompetitive:**

**Posting:** Category Three requires an electronic posting for a minimum of five (5) business days prior to award. Categories Four and Five require BCC approval and will be posted via board agenda for a minimum of seven (7) calendar days prior to board meeting  
**Reports:** All categories reported quarterly to Board of County Commissioners, County Administrator, County Attorney's Office and FMD.

Reviewed and Approved by:

 George Earnest 7-14-17  
Buyer Name / Date  
(up to \$100,000)

\_\_\_\_\_  
Contracts/Buyer Manager / Date  
(up to \$250,000)



January 18<sup>th</sup>, 2017

To Whom It May Concern,

This letter will confirm that Southern Sewer Equipment Sales, located at...

3409 Industrial 27<sup>th</sup> Street  
Fort Pierce, FL 34946

10575 General Drive  
Orlando, FL 32824

8200 NW 58<sup>th</sup> Street  
Doral, FL 33166

...is the sole authorized Vac-Con, Inc. dealer for sales, parts, and service in the State of Florida (excluding the Florida Panhandle).

Regarding warranties, parts warranties are only available on OEM parts purchased through an authorized Vac-Con, Inc. dealer. Warranties are non-transferable, and Vac-Con is not liable if someone has made any repairs to the unit other than Vac-Con, its dealers, or employees.

If you have any further questions, please do not hesitate to contact us.

Thank you,

A handwritten signature in black ink, appearing to read 'Todd Masley', is written over a horizontal line.

Todd Masley  
Sales Manager

**MORE POWER TO YOU**

969 Hall Park Road,  
Green Cove Springs, FL 32043  
Tel: 904.284.4200 • Fax: 904.284.3305  
[www.vac-con.com](http://www.vac-con.com)