

# MANATEE COUNTY GOVERNMENT

## SOLE SOURCE or NONCOMPETITIVE INTENT TO AWARD

<b>SUBJECT</b>	FY16 – Utilities Sole Source Companies	<b>DATE POSTED</b>	MC <u>✓ SE 10/12/15</u>
<b>PURCHASING REPRESENTATIVE</b>	Bonnie Sietman Sr. Buyer 941-749-3046 x 3046	<b>DATE CONTRACT SHALL BE AWARDED</b>	October 20, 2015
<b>DEPARTMENT</b>	Utilities Department	<b>CONSEQUENCES IF DEFERRED</b>	N/A
<b>AUTHORIZED BY</b>	SS # 201600018 Task #20153136 R0061911	<b>AUTHORIZED BY DATE</b>	Bonnie Sietman 10/12/2015 (authorized by Dennis Wallace 10/8/2015) <i>(attached)</i>

### NOTICE OF INTENT TO AWARD

Sole Source notice of Intent to Award #201600018 for the procurement to any of the sole source companies listed on the attached sheet. The list contains only authorized sales and service providers for the indicated product lines. This includes both replacement parts and repairs “as required” on OEM equipment.

### 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

- ✓ The Sole Source companies listed on the attached list, provide service and parts that are required for the day to day operations of the Manatee County Water Treatment Facility. Any County department may use these vendors provided all of the required documentation has been received and updated in OnBase by the Purchasing Department.
- ✓ Current OEM letters will be provided with the **first** procurement for each vendor (by Kirk Cameron / or designee). These letters will be updated in OnBase as they are provided to Purchasing.
- ✓ Vendors not currently listed may be added “as required”. OEM letters will be provided to Purchasing with the initial requisition.
- ✓ Sole Source #201600018 is valid from 10/1/2015 through 9/30/2016

If a vendor believes this item is not a sole source or noncompetitive 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)	• SS Vendor Listing	<b>FUNDING SOURCE</b> (Acct Number & Name)	<input checked="" type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
<b>COST</b>	Unknown	<b>AMT/FREQ OF RECURRING COSTS</b> (Attach Fiscal Impact Statement)	Approved in IFAS





2016000  
10/1/15 - 9/30/16

## Sole Source/Noncompetitive Purchasing Request

Department: Utilities Contact: Kirk Cameron Ext: 5028

Purchase Request (PR) Number: As Required Date: 10/05/2015

Description:  
(Explain request in detail) Permission to Forego Bids for the Attached list of Vendors

Vendor: See Attached List Phone: \_\_\_\_\_ Cost: \_\_\_\_\_

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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.

This is a request to forgo bids for the attached list of vendors which are sole source companies and are the only authorized sales and service providers for the indicated product lines. This includes both replacement parts and repairs of related OEM equipment.

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)

The sole source vendors that are on the attached list should be considered the only source available for the individual parts indicated and only available from that vendor. These parts are required in order to maintain the day to day operations of The Manatee County Water Treatment facility. Attached is a copy of each sole source letter provided by each individual vendor.

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.

These parts are used for the repair and replacement of the pumping and valve systems used at The Manatee County Water Treatment facility. If the purchase of these parts from the list of OEM and factory authorized distributors can not be obtained this could impair the ability of Manatee County to provide potable water in a timely manner. There is an expectation that other future vendors will be added to this list. However the attached list is current at the time of this writing.

**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.

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**PART II – NONCOMPETITIVE PURCHASING** (*Noncompetitive purchasing* is defined as the acquisition of commodities or services from a unique source or provider based upon particular skills and expertise (Ex: standardization, warranty, compatibility) where other competitive sources may be available; or upon a determination that the likely, non-speculative cost of obtaining competitive quotes would exceed any potential savings and benefit to the County.)

1. ***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.***
2. ***Explain the advantages of this noncompetitive purchase on the basis that only one practical source exists. Describe the efforts made to verify this information. (Attach manufacturers or distributorships letter as documentation)***
3. ***Will this purchase obligate us to a particular vendor for future purchases, either in terms of maintenance or compatibility should the need arise to purchase a 'like' item in the future?***
4. ***Describe your efforts to obtain the best price from the vendor and provide any documentation to substantiate your findings. Give the result of the initial offer versus the final offer.***
5. ***Would you prefer Purchasing to contact vendor for the best price?*** ☐ Yes ☐ No
6. ***Explain the consequence to the County or its taxpayers, including a dollar amount of the financial impact, if the noncompetitive purchase is not approved.***



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.

Mark R. Simpson  
Division Manager's Signature  
(up to \$25,000)

Mark R. Simpson  
Print Name

10/7/15  
Date

C. Mike Gore  
Department Director's Signature  
(Greater than \$25,000)

C. Mike Gore  
Print Name

10/7/15  
Date

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**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:

Bambi Auer

10/1/2015

Buyer Name / Date  
(up to \$100,000)

Melvin W. Walker

10/8/2015

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

Purchasing Official / Date  
(Greater than \$250,000)

### Manatee County Treatment Plant Sole Source Listing

Company Name	Product Line	SS Letter Date
4B Elevator Components	Allen Bradley	1/12/2015
AGM Electronics	Chemco (lime Slakers)	10/27/2014
Alan Environmental Products, Inc	Coffman (Carbon Silo)	5/4/2015
Allen Bradley		1/12/2015
Alco Engineering	DeZurik (Valves)	6/10/2015
Archimedes	Evoqua Water Technologies/Disinfe	10/16/2014
Asco Services Inc.	Flowserve Corporation (Limitorque)	4/20/2015
Avanti	HSQ TECHNOLOGY	2/3/2015
Badger Meters	Hudson Pump / Gorman-Rupp	4/20/2015
Barney's Pumps	Carl Eric Johnson, Inc. / Moyno	5/12/2015
BIF	Ovivo	2/26/2015
Carl Eric Johnson, Inc	Pax Water Technologies (Utility Serv	2/11/2015
Garter and Verplanck	Pratt Valves	11/6/2014
Chalmers & Kubrick	Ring Power	7/1/2015
Chemco System	Emerson/Rosemount	8/27/2014
Cummins Power South LLC	Sole Source Approval Letter 2014/20	9/26/2014
Dezurik-Apco	Syntron Vibrators 2014-2015	11/13/2014
Electro-Sensor	Tnemec	3/2/2015
Emerson Process Controls	Vaughan Pumps	11/10/2014
Emerson Process Controls	Water Treatment and Controls	3/26/2015
HSQ	Scada Parts	2/3/2015
Metasys (Johnson Controls)	Air Conditioning Controls	8/25/2015
Pratt Valve	Valves	11/6/2014
Ring Power	Plant Generators	7/1/2015
Ross Valve Manufacturing	Ross Valve	1/5/2015
Rosemount	Pressure Transmitters	2/9/2015
Tnemec	Coatings	3/2/2015
Water Treatment and Controls	Sodium Hypochlorite Parts <b>USGI</b>	3/26/2015
Sole Source Approval Letter		9/26/2014
Rev A: 09/16/2015		

UGSI Chemical Feed, Inc.

RO61911

1901 WEST GARDEN ROAD  
VINELAND, NJ 08360  
[www.UGSIChemicalFeed.com](http://www.UGSIChemicalFeed.com)

TELEPHONE 856-896-2160  
FACSIMILE 856-457-5920

March 26, 2015

Manatee County Government  
17915 Waterline Road  
Bradenton, FL 34212

Kirk Cameron,

This letter is to confirm that Water Treatment & Controls Co., Florida, is our exclusive municipal representative, for UGSI Chemical Feed Equipment including the Encore® Pumps and Dry Chemical Feeders for the state of Florida.

If you have any questions, please contact me at your convenience.

Sincerely Yours,

Jeff Rhodes

Jeff Rhodes

3/26/15