

OCT 27 2017
BY: DID



SOLE-SOURCE JUSTIFICATION FORM

Instructions: Complete this form for all Sole Source Purchases that will exceed \$1,000 where competition has not been obtained or is not available. This notice will be posted publically where the Purchasing Offices are located and on the internet at www.arcadia-fl.gov. The posting will be for 7 business days prior to acceptance.

By submitting this request, I certify that this justification is accurate and complete to the best of my knowledge and that I have no financial or other interest in selecting this vendor to provide the supplies or services indicated. I also understand the following applies to me as well: Per Florida Statute 838.22 "It is unlawful for a public servant with corrupt intent...to circumvent a competitive bidding process...by using a sole-source contract. Any person who violates this section commits a felony..." Also Florida Statute 838.022 "(1) Official misconduct means the commission of the following act by a public servant, with corrupt intent to obtain a benefit for himself or herself or another or to cause unlawful harm to another; knowingly falsifying or causing another to falsify any official record or official document. (2) Corrupt means done with knowledge that the act is wrongful and with improper motives. (3) Official misconduct...is a felony..."

Requisition # if applicable: _____ Amount: 5,540.00 Date: 10/24/2017

Supply/Service being purchased: Servicing 3 Chlorine Pumps and Repairing Flocculent & feed System

Proposed Vendor: Guardian Equip Vendor Number: _____
Requested by: AJ Berndt Approved by: _____

The requested supply/service is a sole-source procurement due to (check one):

- Availability/One of A Kind – no competitive product in existence AND/OR IS AVAILABLE FROM ONLY ONE VENDOR
- Compatibility – Must match existing piece or brand of equipment for compatibility AND IS AVAILABLE FROM ONLY ONE VENDOR
- Replacement/Maintenance – Repair or maintenance for specific brand of existing equipment AND IS AVAILABLE FROM ONLY ORIGINAL EQUIPMENT MANUFACTURER OR DESIGNATED SERVICE DEALER
- Used Equipment
- Other (Explanation must appear in field below)

Provide full explanations, complete descriptions, and/or list all relevant reasons to support this determination in the field below. Please be sure to include a signed letter provided by the proposed vendor on their company letterhead stating that they are indeed the ONLY vendor who can provide the goods or services requested. This form will not be posted until the company letter is on file with it.

Flocculent: feed System distributes small amounts of chemical into the water. The pumps are feeding too much chemical at a time. Chlorine pumps do the same, pump out small amounts of chlorine into the water. Currently the pumps are pumping too much.

AJ Berndt _____ 10-19-17
Requester's signature Date

Please note that Sole Source approvals are valid for one fiscal year (Oct 1 - Sept 30)

Approved (Signature)
10-30-17



600 Emlen Way
Telford, PA 18969

February 6, 2013

To Whom It May Concern,

This letter is to confirm that Guardian Equipment, Inc. is the exclusive master distributor of Hydro Instruments equipment in the Florida peninsula.

Guardian Equipment, Inc.
Mark Cliburn, President
(407) 936-2216
www.guardianequipment.net



Should you have any questions or concerns please feel free to contact me.

Regards,

David Buchanan

A handwritten signature in black ink, appearing to read "David Buchanan", is written over the printed name.

Hydro Instruments
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636-536-2233

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