



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 publicly 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: \$8,407.00	Date: 8/27/2018
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Supply/Service being purchased: Airlift pump replacement parts #1003389, quantity of 10 tubes. \$6,640.00. Customized 1.4mm sub angular filter sand quantity 2 pallets of 50 lb bags (\$952.00) for the wastewater treatment plant sand filters.

Proposed Vendor: Parkson	Vendor Number:
Requested by: A. J. Berndt-Utilities Director	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.

Parkson is the company that built the sand filters at the waste water treatment plant, and they are the only company that supplies the replacement parts for these sand filters.

AJ Berndt
Requester's signature

8-26-18
Date

Tony Stewart
8-30-18

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



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Page 1

Sole Source Letter

To:	Sally Heishman	Date:	August 27, 2018
Company:	City of Arcadia, FL	From:	Chris Hall
Tel:	863-444-1612	Tel:	954-917-1839
Email:	sheishman@arcadia-fl.gov	Email:	chall@parkson.com
# Pages:	1	Cc:	:
Subject:	Product: DynaSand® Filter		

This document is to confirm that Parkson Corporation is the sole source provider for parts for the subject product. Parkson Corporation is the original manufacturer/supplier of the subject product and is the only source for replacement parts. FilterONE is a Service Division of Parkson Corporation. (FilterOne was acquired by Parkson April 1st, 2016.)

If I can be of further assistance or should you have any questions, please feel free to contact me.

Sincerely,

Christine Hall

Christine Hall
Parkson Corporation

Fort Lauderdale ♦ Chicago ♦ Montreal ♦ Dubai

www.parkson.com
technology@parkson.com

Rev3 AF-008