



SOLE-SOURCE JUSTIFICATION FORM

OCT-17 2018
DMD



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:\$18,000.00	Date:10/15/2018
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Supply/Service being purchased: Neptune Water Metering Products

Proposed Vendor: Sunstate Meter and Supply, Inc.	Vendor Number: :
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Requested by: Fred Lewis	Approved by: <i>Fred Lewis</i>
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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.

Sunstate Meter and Supply, Inc is the sole authorized Neptune Distributor with a resell supply agreement in the State of Florida.

<i>Fred Lewis</i> Requester's signature	<u>10-18-18</u> Date
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Please note that Sole Source approvals are valid for one fiscal year (Oct 1 - Sept 30)



NEPTUNE
TECHNOLOGY GROUP

October 3, 2018

Mr. Fred Lewis
City of Arcadia

Dear Fred,

Please note that Sunstate Meter and Supply, Inc., is the sole authorized Neptune Distributor with a resell supply agreement in the State of Florida.

The geographical area of responsibility assigned to them includes all Counties within the State of Florida.

Types: Classes of customers exclusively assigned are: Municipalities, private water companies, contractors, and plumbers.

Hence, our Distributor(s) are required to maintain a sufficient inventory of Neptune Water Metering Products to provide customer field servicing.

Thank you in advance for your cooperation.

Sincerely,

Terry D. Gullett

Terry D. Gullett
Senior Territory Manager
Neptune Technology Group, Inc.