

ESP-211

Munis 230710



## City of Ocala

# Request for Sole Source Procurement

This form **MUST** be used for commodities or services that are available from only one source and there are no alternates. Forward to [bids@ocalafl.org](mailto:bids@ocalafl.org) sixty (60) days prior to actual need.

Date Submitted: 08/11/2023 Requesting Division/Department: OUS Warehouse

Contact Person: Mary Ann St. Laurent Telephone Number: 352-351-6705

Commodity/Service: Sulzer Pumps - Commodity/Goods

Describe the commodity or service and its function: Sulzer Pumps will allow WRS to have a reliable pumps that performs under high-velocity conditions.

Cost of Commodity or Service: \$ 50,000.00

Vendor Name: Hydra Services, Inc. Contact Name: Dale Jahn

Address: 250 Springnew Commerce Dr. City/State/Zip: Debary, Florida 32713

Contact Phone Number: 407-790-9751 Contact E-Mail Address: dale@hydraservice.net

This purchase is clearly and legitimately limited to a Sole Source because the commodity or service is: Hydra Services, Inc. is the sole distributor for the Sulzer Pumps Solutions Inc's product line.

Item(s) are available from only one source and there are no alternates (initials required): MS  
Initials

**Attach vendor documentation\*** certifying that the vendor is the only source for the commodities or services in question or holds the production, copyrights, trademark, and/or patent to the item.

### Check the following statement(s) that apply:

- ☒ The vendor holds the exclusive distribution rights for the item in question.
- ☐ The commodity to be purchased is the only item compatible with existing equipment owned by the City.
- ☒ The vendor is the sole provider of the commodities or services which have unique characteristics essential to the needs of the City to perform the intended function and no other goods or service will be suitable for use by the City.

*\*Note: Certifying documentation must be attached to this form or it will be rejected.*

**What steps were taken to verify that these features are not available elsewhere?**

- ☐ Other brands/manufacturers were examined (please list names, phone numbers, and explain why they are not suitable for use by the City. Attach additional pages as necessary): \_\_\_\_\_
- ☐ Other vendors were contacted (please list names, phone numbers and explain why those contacted would not meet the needs of the City. Attach additional pages as necessary): \_\_\_\_\_
- ☒ State why this is the only source for the required commodity or service (attach additional pages as necessary): Water Resources moving forward has made a change to standardize using Sulzer Pumps at certain list stations that require high-velocity flow. This will give constancy to the system for maintenance and repairs.

**I hereby certify that to the best of my knowledge, this request is a sole source and the information provided herein is accurate and truthful.**

**Mary A St. Laurent** Digitally signed by Mary A St. Laurent  
Date: 2023.08.11 13:22:03 -04'00'

Requester's Signature

Date

Requesting Director's Signature

Date

**For Procurement Use Only**

**Sole Source Number (if applicable):** SS P-211

**Date Listing Posted:** 8/14/2023

This request appears to be sole source.

☒ Yes

☐ No

If, no. Is this a standardization?

☐ Yes

☐ No

Is Council approval required?

☐ Yes

☐ No

Was this Procurement posted on the Internet?\*

☐ Yes

☐ No

\*this requirement is for sole sources

**Comments/Justification:**

**If Protested successfully, Vendor who provides similar goods/services:** \_\_\_\_\_

**Date Sole Source Terminated:** \_\_\_\_\_

  
Procurement Staff Reviewer Signature

9/8/2023  
Date

Approved ☒

Denied ☐

  
Chief Procurement & Contracting Officer

9/12/23  
Date

**NOTE: Section 838.22 Florida Statutes, it is unlawful (second degree felony) for a public servant with corrupt intent to obtain a benefit for any person (company) or to cause unlawful harm to another, to circumvent a competitive bidding process required by law or rule by using a sole-source contract for commodities (goods) or services.**