

SSP-195

Munis 230038



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 sixty (60) days prior to actual need.

Date Submitted: 11/7/2022 Requesting Division/Department: Electric

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

Commodity/Service: WESCO Distribution, Inc.

Describe the commodity or service and its function: Elster meters

Cost of Commodity or Service: \$ 750,000

Vendor Name: WESCO Distribution, Inc. Contact Name: Ashley (Cirlot) Miller

Address: 5971 Pershing Avenue, City/State/Zip: Orlando, FL 32822

Contact Phone Number: o.407.434.4025 m. 813.476.3942 Contact E-Mail Address: acirlot@wescodist.com

This purchase is clearly and legitimately limited to a Sole Source because the commodity or service is: _____

Item(s) are available from only one source and there are no alternates (initials required): _____
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): Meters are proprietary Honeywell products and the only ones that communicate with the AMI Meter data collection software (Connexo NetSense).

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.

Lisa M Crouthamel Digitally signed by Lisa M Crouthamel
Date: 2022.12.07 12:23:39 -05'00'

12/7/22

Requester's Signature

Date

Doug Peebles Digitally signed by Doug Peebles
Date: 2022.12.07 12:57:13 -05'00'

12/7/22

Requesting Director's Signature

Date

For Procurement Use Only

Sole Source Number (if applicable): SSP-195

Date Listing Posted: 11/9/2022

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

Date

Approved ☒

Denied ☐

Chief Procurement & Contracting Officer

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.

Exhibit A - Sole Source Letter



Elster Solutions, LLC
208 S. Rogers Lane
Raleigh, NC 27610-2144
United States

November 9, 2022

Ocala Electric Utility
City of Ocala
1805 NE 30th Ave., Bldg. 400
Ocala, FL 34470

Subject: Sole Source Letter

To Whom it May Concern:

The meters below are proprietary Honeywell products and can only be purchased through a Honeywell distributor. Wesco Distribution, Inc. is our only authorized distributor for the City of Ocala.

Electricity meters:

- REXU, styles beginning with ZH (Example: ZHCW4A00004 for Form 2S with disconnect)
- A3, styles beginning with ZD (Example: ZD3210P80L9 for Form 9S Node)

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert Henes", with a long horizontal flourish extending to the right.

Robert Henes
Director, Customer Support
Elster Solutions, LLC