



DIVISION OF
FLEET MANAGEMENT

To: Purchasing
CC: Marilyn Rawlings, Fleet Manager
From: Janet Sherman, Parts Manager
Phone: (239) 338-3225
Date: July 29, 2008
Re: Sole Source Waiver

Fleet Management is in receipt of a letter stating that Southern Sewer Equipment is the sole source provider of parts for Vac-Con equipment. Due to our purchase volume of parts for Vac-Con equipment, we foresee exceeding \$50,000.00. I am therefore requesting a waiver to purchase parts from Southern Sewer Equipment that will exceed \$50,000.00 but not go over \$100,000.00

Account string is JB5191059400.504635 for Replacement parts, materials, accessories used in the repair and maintenance of vehicles and equipment.

Thank you for your assistance with this matter, and please feel free to contact me, at the above number, if you have any questions.

APPROVED: 7/9/02

JUSTIFICATION FOR SOLE SOURCE AND/OR WAIVER PURCHASE

REQUISITION NUMBER P.O. # 90114 DATE 7/28/8

DEPARTMENT County Admin/Fleet Mgt BUSINESS UNIT JB

SUGGESTED VENDOR

Southern Sewer Equipment

ITEM DESCRIPTION AND REASON FOR SOLE SOURCE AND/OR WAIVER:
(MAY ALSO BE ATTACHED AS A MEMO)

Parts for Van-Con Equipment

TECHNICAL CHARACTERISTICS:

REASON FOR REQUESTING SOLE SOURCE:

() ITEM MUST MATCH EXISTING EQUIPMENT, WHICH IS:

☒ ITEM IS A REPAIR PART FOR EXISTING EQUIPMENT, WHICH IS:

Parts specific to Vac-con Equipment

() ITEM IS TO BE ATTACHED TO EXISTING ITEM, WHICH IS:

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() TECHNICAL CHARACTERISTICS OF REQUESTED ITEM ARE ESSENTIAL TO OUR NEEDS
BECAUSE:

☒ NO OTHER MANUFACTURER OF THIS TYPE OF PRODUCT EXISTS

() OTHER MANUFACTURERS OF THIS TYPE OF PRODUCT DO NOT MEET OUR MINIMUM
REQUIREMENTS:

MANUFACTURER'S NAME: _____

REASON: _____

MANUFACTURER'S NAME: _____

REASON: _____

MANUFACTURER'S NAME: _____

REASON: _____

() OTHER _____

MUST PERFORM PRICE OR COST ANALYSIS OR ATTACH NEGOTIATED PRICE QUOTE
FROM VENDOR; LETTER FROM MANUFACTURER STATING SOLE SOURCE.

A) PRICE ANALYSIS PERFORMED

BASED ON:

See attached Letter
From Vac-Con

Revision Date:

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B) COST ANALYSIS PERFORMED:

BASED ON:

RAN RFI - Request for Interest
NO Response to RFI.
Checked online thru Google.
VAC-CON has provided sole source
document - exclusive dealer is Southern Sewer

Janet Sherman Parts Manager
SIGNATURE AND TITLE OF REQUESTER

I, Chris J. Felt, AUTHORIZED BUYER,
CONCLUDE THE FOLLOWING:

☒ SOLE SOURCE JUSTIFICATION IS ADEQUATE AND PURCHASE IS AUTHORIZED
WITHOUT COMPETITIVE BIDDING.

☐ SOLE SOURCE JUSTIFICATION IS INADEQUATE AND REQUISITION IS
RETURNED TO DEPARTMENT.

☐ DUE TO TIME RESTRAINTS PURCHASE IS AUTHORIZED WITHOUT
COMPETITIVE BIDDING.

☐ COMPETITIVE/NON-COMPETITIVE BID WAIVER APPROVED.

Chris J. Felt
BUYER

Janet K. Sherman 8.14.08
PURCHASING DIRECTOR

Revision Date: