



PURCHASING DIVISION  
**SOLE /SINGLE SOURCE JUSTIFICATION FORM**

To ensure transparency and compliance, Sole/Single Source purchase requests must be approved in advance and accompanied by appropriate written documentation. This form, along with the required supporting materials, satisfies that requirement.

The City Manager may approve purchases up to \$50,000. Any purchase exceeding \$50,000 requires the approve of the Commission.

<b>Requested By</b>	Leroy Lewis
<b>Department</b>	Public Works
<b>Purchase Requisition No.</b>	26/1185
<b>Supplier Name</b>	Sunbelt
<b>Price</b>	\$80,000.00

Please check the appropriate section and provide detailed justification along with department head approval.



**Sole Source**

The specified supplier is the ONLY provider or products/service as described on the purchase requisition. A quotation MUST be attached, and the prices/terms set forth are deemed reasonable for the values presented.

**Justification for Sole Source.** Attach vendor documentation certifying that the vendor is the only source for the products or services in question and /or holds the production, copyrights, trademark, and/or holds production, copyrights, trademark, and/or patent to the item, and check the following applicable statements:



The vendor holds the exclusive distribution rights for the item in question.



The item/service to be purchased is the only item/service compatible with existing equipment owned by the City of Fort Pierce.



The vendor is the single provider of goods or services which have unique characteristics essential to the needs of the program to perform the intended function AND no other product will be suitable for use by the City of Fort Pierce.

Describe what is unique about the product, service or source and steps taken to confirm unavailability of competition as appropriate:

PLEASE SEE THE ATTACHED SOLE SOURCE LETTER. THIS VENDOR IS THE ONLY HEIL-AUTHORIZED DEALER FOR THE ST. LUCIE COUNTY AND THE COUNTIES LISTED. VENDOR IS ALSO LISTED ON SOURCEWELL CONTRACT #110223-THC



**Single Source.**

The specified supplier was selected to complement/support the following business decision. A quotation MUST be attached, and the prices/terms set forth are

Sole/Single Source or Piggyback Purchase Justification Form

deemed reasonable for the values presented. Please check the appropriate box and provide additional information:

Standardized System  Parts provided by "OEM"  Other (Please explain below):

[Empty box for additional information]

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

Other brands/manufactures were examined. Please list names and phone numbers and explain why they are not suitable for use by the City. Attach additional pages as necessary.

[Empty box for verification steps]

Other vendors were contacted. Please list their names and phone numbers and explain why those contacted would not meet the needs of the City. Attach additional pages as necessary.

[Empty box for verification steps]

Requestor Signature \_\_\_\_\_

Date 11/10/25

Department Head Signature \_\_\_\_\_

Date 11/6/25 *Goes to Commission*

The Purchasing Division has reviewed the request and has completed the required due diligence per the Purchasing Ordinances, Section 2-439(a)(5). The Purchasing Division recommends the following:

Sole Source  Single Source  Piggyback

APPROVED BY

Purchasing Agent/Specialist

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Purchasing Manager

Name Gelencia Carter Signature Gelencia Carter Date 11-14-25



July 25, 2025

**Subject: Heil Environmental Authorized Dealer Representation**

To Whom It May Concern:

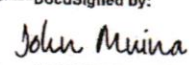
As of the above date, Sunbelt Waste Equipment, LLC is an authorized dealer for Heil Environmental. Sunbelt Waste Equipment's geographical Territory includes the following Counties in the state of Florida:

Brevard, Indian River, Okeechobee, St. Lucie, Martin, Glades, Charlotte, Lee, Hendry, Palm Beach, Collier, Broward, Miami-Dade, and Monroe.

Accordingly, Sunbelt Waste Equipment is responsible for both, sales and support (including but not limited to factory-authorized warranty work and sale of Heil service parts) for Heil products in the Counties listed above. Sunbelt Waste Equipment is included in the Sourcewell agreement #110223-THC.

There are currently no other Heil-authorized dealers in the Territory listed above for Original Equipment Manufacturer ("OEM") parts for our Products.

Respectfully,

DocuSigned by:  
  
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John Muina  
Corporate Controller