



Sole Source/Standardization Request Form

It is the policy of the City of Winter Park to consistently purchase goods and services by full and open competition. The taxpayers of Winter Park are best served when we make sound business decisions based on competitive bids or proposals. Early acquisition planning including the Procurement Division can help to avoid delays and facilitate effective market research. However, there may be instances in which a method other than full and open competition can be justified. If a user department determines that a method alternative to full and open competition is necessary or in the best interest of the City of Winter Park, appropriate justification for that course of action must be submitted to the Procurement Division for approval in order to waive the competitive procurement process.

Requestor Name: Jason Riegler Date: 10/18/22 Department Code: 28

Product/Service Description:

Rockwell Automation software and Allen-Bradley products

Select One: First Application Renewal

Request For: Sole Source* Standardization**

*Sole Source (use for single purchases only):

The supply of a product or service is so uniquely*** qualified that is only available from a solitary source.

**Standardization (can be used for multiple purchases and can be combined with a sole source): This is the procedure of maintaining methods and equipment as constant as possible because of measureable benefits to the department and/or City. Competition among distributors of a standardized method/brand will be attained if possible.

***Definition of Uniquely:

1. Being the only one of its kind
2. Without an equal or equivalent; unparalleled
3. Unusual; extraordinary
4. Characteristic of a particular category, condition or locality

Brand/Manufacturer: Rockwell Automation Product Number: N/A

Proposed Vendor: Rexel

Fiscal Year: FY23 Estimated FY Spending: \$75,000



Explain why the product/service requested is the only product/service that can satisfy your requirements. Be specific with regard to specifications, features, characteristics, requirements, capabilities and compatibility. Describe what steps have been taken to make this determination.

Rockwell Automation is the manufacturer of the PLC's and software which control the automated operation of the treatment plants and lift stations. We must obtain OEM repair and replacement parts for proper function and reliability.

Explain why this service provider, supplier or manufacturer is the unique available source from which to obtain this product/service. Describe the efforts that were made to verify and confirm the validity of a distributor's claim to be the only available source. (Obtain and include a signed letter from the manufacturer confirming claims made by distributors of exclusive distributorship)

Rexel is the authorized Rockwell Automation representative for sales, service, and support (see attached letter). Rockwell Automation is the designer and manufacturer of the software and hardware used for the existing plant control system.

Will this purchase obligate the City to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?)

Yes. See attached letter.

Please describe your market research and the results thereof, including a description of other similar sources or products available and why they are not acceptable.

This is an existing control system used at the plants which has been designed and produced by Rockwell Automation which requires their specific products and knowledge of the system for repair and service.

Explain the consequence(s) if this product/service is not approved for the requested determination. Be sure to include a dollar estimate of the financial impact, if applicable.

Control system failure which may result in enforcement fines from the Florida Department of Environmental Protection and water quality standards deviation.

Procurement Division

CITY OF WINTER PARK, FLORIDA



I certify that the above statements are true and correct to the best of my knowledge, and that prices obtained are fair and reasonable. I also certify that neither I, nor my family members, will gain or receive any additional benefit because I have recommended that this acquisition be obtained solely from a designated vendor or contractor.

Department Head Signature: Jason Riegler

Date: October 19, 2022 | 3:46 PM

FOR PROCUREMENT DIVISION USE ONLY

Reviewed By: Michael Hall Date: October 19, 2022 | 3:48

Approved Disapproved

If disapproved, state reason:

Procurement Manager Signature: Jennifer Maier Date: November 1, 2022 | 12:13 P



Rockwell Automation
Florida Territory
3611 Queen Palm Drive Ste 160
Tampa, FL 33618 USA
www.rockwellautomation.com

October 18, 2022

City of Winter Park
1409 Howell Branch Road
Winter Park, FL 32789

Re: Rockwell Automation Authorized Allen-Bradley Distributors

Rockwell Automation extends and enhances its own significant automation capabilities by partnering with a network of authorized distributors. Some of the many benefits that customers enjoy working with their local authorized Allen-Bradley distributor include:

- Access to local distributor inventory (including spares and replacement parts)
- Technical assistance from local distributor product specialists
- A knowledgeable staff that has access to factory training
- Rockwell Automation support of local distributor activities

REXEL USA INC – Orlando, FL is the only distributor authorized by Rockwell Automation to sell **Allen-Bradley** and **Rockwell Software** products, along with related services; including technical support contracts as well as training, in the geographic area in which your facility is located. As a matter of Company policy, Rockwell Automation only provides product and sales support to the local authorized distributor, and it is our practice and policy to always promote and recommend that customers buy from their local authorized Allen-Bradley / Rockwell Automation distributor. Rockwell Automation discourages purchasing from non-authorized sources, including distributors who may hold an Allen-Bradley appointment in another area.

If you purchase Allen-Bradley / Rockwell Automation products from an unauthorized source, you may not receive the latest version. The latest version of Allen-Bradley products, along with related factory product services, only is available through your local authorized Allen-Bradley / Rockwell Automation distributor.

Also, products that are not purchased directly from Rockwell Automation or its local authorized distributor may not be covered by a manufacturer's warranty. Rockwell Automation's standard

expanding human possibility



Allen-Bradley
by ROCKWELL AUTOMATION



FactoryTalk
by ROCKWELL AUTOMATION



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www.rockwellautomation.com

manufacturer's warranty covers new Allen-Bradley products for a period of one year from the date of Rockwell Automation's or its authorized Allen-Bradley distributor's invoice to the customer.

As a result, there is no assurance that products sourced from unauthorized parties will carry a valid and unexpired manufacturer's warranty. Customers purchasing products from unauthorized sources should not assume that they will receive any rights under any Rockwell Automation factory warranty. Only an authorized Allen-Bradley distributor may offer access to factory warranty coverage on Allen-Bradley products.

We recognize that price can be an important consideration in any purchasing decision; however, it also is important that customers understand what they are getting for that price (or in the case of purchases from an unauthorized source, what they are not getting). Rockwell Automation firmly believes that the best customer value in the long-run is achieved by dealing with the local authorized Allen-Bradley distributor.

Should you have any further questions, please do not hesitate to contact REXEL at 407.849.6532 or your local Rockwell Automation sales office at 813.466.6400.

A handwritten signature in black ink, appearing to read 'S Parkhill', with a long horizontal line extending to the right.

Steve Parkhill

Territory Sales Manager

cc: Rexel

expanding human possibility



Allen-Bradley
by ROCKWELL AUTOMATION



FactoryTalk
by ROCKWELL AUTOMATION