



## THE CITY OF KEY WEST

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**To: Brian L. Barroso, City Manager**  
**Christina Bervaldi, Finance Director**

**From: Lucas Torres-Bull, Procurement Manager**

**Date: 05/06/2025**

**Reference: Approval Purchase Exception (Sole-Source) for PSI Technologies, Inc. For One WMI, Submersible Electric Pump.**

"Since use of a brand name specification is restrictive of product competition, it may be used only when the Purchasing Agent makes a written determination that only the identified brand name item will satisfy the City's needs."

Additionally, the code states:


"The Purchasing Agent shall seek to identify sources from which the designated brand name item can be obtained and shall solicit such sources to achieve whatever degree of price competition is practicable. If only one source can supply the requirement, the procurement shall be made under the sole source procurement provisions of Section 2-797."

In this case, the sole source vendor identified is PSI Technologies, Inc., and the product requested is one (1) MWI submersible electric pump. PSI Technologies, Inc. is the local authorized distributor for MWI products, and they provide prompt access to replacement parts and repair services.

In accordance with Purchasing Code Section 2-797(1)(b):


"A contract may be awarded without competition when the department head makes a written determination and the purchasing agent verifies that, after conducting a good faith review of available sources, there is only one source for the required commodity or contractual service."

This memorandum serves as confirmation that a thorough and good faith review of potential sources has been conducted. Based on this review, PSI Technologies, Inc. is confirmed as the sole source provider for the MWI submersible electric pump. This determination is made in the best interest of the City, ensuring continued availability of critical replacement parts and maintenance services.

  
Matt Willman

Utilities Director

  
Date

  
Approved by Lucas Torres-Bull  
Procurement Manager

4-14-2025  
Date

*Key to the Caribbean — average yearly temperature 77 ° Fahrenheit.*

MEMORANDUM