



The City of Edgewater

Finance Department
104 Riverside Drive
Edgewater, FL 32132

REQUISITION REQUESTFORM

Date Requested: 11/13/25	Requestor: Matt Hixson	Phone ext: 4043
GL Account Code: 444-5555-580.63-10	Dept./Div.: Public Works/Wastewater Plant	
Project # (if applicable) *: WS2609	Amount of Purchase: \$132,943.00	
Vendor Name: Ovivo USA, LLC	Vendor #:	
Does Vendor info in Central Square/Naviline match quote? YES <input type="checkbox"/> NO <input type="checkbox"/> **		
Does Vendor have a W9 on file in Central Square/Naviline? YES <input type="checkbox"/> NO <input type="checkbox"/> **		

*Project #'s required for 331, 444, 449, 450 line codes

**If vendor information is different or W9 is not in Naviline, obtain a new Vendor form and W9 and submit with this form

Describe material, supplies or equipment to purchase:

One (1) Replacement 100 HP Motor & Flender H3BV10 Reducer

Pricing per Proposal Q202501091B

Name of Companies contacted and their quotes:

Company Name	Person Contacted/Phone No.	Amount Quoted
1. Ovivo USA, LLC	Jesse Bissegger / (385) 226-7492	\$132,943.00
2.		\$
3.		\$

Approval Information - (ie. Council approval date w/agenda item #, justification form, etc.):

Sole Source Purchase Documentation Attached.

Requesting Department Signature:	Date:
Finance Department Authorization:	Date:
City Manager Signature (if applicable):	Date:

Attach any back up needed to process this request (i.e. quotes, proposals, justification form, updated vendor form, W9, etc.)