



City of North Port
FINANCE DEPARTMENT/PURCHASING DIVISION
4970 CITY HALL BLVD
NORTH PORT, FLORIDA 34286
Office: 941.429.7170
Fax: 941.429.7173
Email: purchasing@cityofnorthport.com



NOTICE OF INTENT TO AWARD A SOLE/SINGLE SOURCE PROCUREMENT

Sole/Single Source No: SS NO. 25-03

Date Posted: October 23, 2024

Written Response Due Date: October 30, 2024

This is **not** a Request for Proposals and there is no solicitation available. The proposed contract action is for product or services for which the City intends to negotiate and award with only one contractor/vendor under the authority of and in accordance with Florida State Statute 287.057(5)(c). Any responses received as a result of this Notice of Intent shall be considered solely for the purpose of determining whether to conduct a competitive procurement. Responses will **not** be considered as proposals, bids, or quotes.

- **DESCRIPTION OF SERVICE/PRODUCT: AHU Circon (Loytec Liob 592) Controller**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$16,388.00**
- **VENDOR: Total Building Integrations Inc.**

Interested firms or individuals may identify their interest and capability to respond to the requirement by submitting in writing their name, address, point of contact, telephone number, e-mail, and a statement regarding capability to provide the specified procurement per the attached specifications. Interested firms will be considered only if they respond with clear and convincing documentation that they are capable of meeting or exceeding the requirements stated herein. All responses received within seven (7) calendar days after the date of publication of this synopsis will be reviewed by the City. A determination by the Procurement Manager not to compete this proposed action based on the responses to this notice is solely within the discretion and approval of the Procurement Manager and City Manager.

All sole/single source purchases exceeding the formal threshold indicated in the policies and procedures manual will require Commission Approval.

All responses must be in writing and returned to **ATTENTION: PURCHASING**, City of North Port, 4970 City Hall Boulevard, Suite 337, North Port, Florida, 34286 or by: Fax 941-429-7173, or by e-mail purchasing@northportfl.gov. Note the number of the Sole Source Information inquiry on documentation.

Information regarding this Intent may be viewed and downloaded from DemandStar's website at www.demandstar.com. Links to DemandStar are also available from the City website at www.northportfl.gov. This Notice of Intent is posted on the City FTP site at <https://northportfl.gov/filesshare>. If you have any questions, concerns, or problems accessing this request using the link, please contact Bernice Moen, Contract Administrator I, at 941.429.7114. Request for additional information or clarification regarding the specifications must be sent via facsimile to 941.429.7173 or via email to purchasing@northportfl.gov. No verbal requests will be honored



City of North Port
Morgan Family Community Center
6207 W. Price Blvd
North Port, FL 34291
Attn: Kimberly Humphrey
Re: Gym Controllers Replacement

10/11/2024

Total Building Integrations, Inc. proposes to replace the existing Circon Controllers on 4 of the gym units that were damaged. The new Loytec Controllers will be 100% web based with LCD screens on each controller. We will reuse all existing duct temp sensors and CTs. We will install new room temp/Rh sensors in the gym and will install a central panel in the IDF room to house the controllers. We will run all new wiring to the RTUs since the controllers are being relocated down in the building. The price includes a lift for access to all the conduit for the RTUs.

Please note that this price is for only 4 of the 6 units in the Gym. We are quoting the other 2 separately but would highly suggest replacing them all. This price is only good if all are replaced at the same time.

The price includes the following:

4 – LOYTEC LIOB 592 CONTROLLERS
4 – BELIMO ROOM TEMP/HUMIDITY SENSORS
3500 – FEET 18/10 CABLE
ALL LABOR AND MISC MATERIALS NEEDED
ALL PROGRAMMING AND GRAPHICS

TOTAL PRICE: \$16,388.00

NOTE: If any temperature sensors are bad or totally out of calibration they would need to be changed at an extra cost. We do not anticipate any being bad as they would be showing on the graphics now.

Please feel free to contact me directly with any questions you may have regarding this quotation.

Rick Joyner (727) 423-0920 – rickjoyner@tbi-fl.com

1715 Coachman Plaza Dr Suite A, Clearwater Florida 33759 Tel 866-824-4450 www.tbi-fl.com



10/15/2024

Total Building Integrations, Inc.
1715 Coachman Plaza Drive, Suite A
Clearwater, FL 33759

Re: Letter of reference

To Whom It May Concern:

This letter is to refer Total Building Integrations, Inc., as one of Efficient Building Automation's top LonWorks Integrators. Total Building Integrations, Inc., has continually exemplified the skills and characteristics that give them this distinction through dedication and such activities as:

- **Strong customer service** – we have never had an issue with any of TBI's end-users.
- **Continuous learning** – TBI has continually upgraded their knowledge on our new product line and new technologies.
- **Technical ability** – demonstrates a high level of technical expertise in all aspects of integrated building controls, including the IT side (networking, web serving, data collection, etc.). Have extensive experience in integrating HVAC, third party products through the use of LonWorks technology.
- **Relationship** – has been a Efficient Building automation / Circon integrator for the past 14 years; having consistently been one of our top ten Integrators, and maintaining a strong relationship for that term.
- **Large installation base** – have a substantial installation base using Circon's products.

Above all, TBI is a solid partner, working with Efficient Building Automation in growing their business and developing this relationship. TBI exemplifies what Efficient Building Automation looks for in an integrator and it is for these reasons that we have given them an **exclusive for selling our product in the State of Florida**. Should you need further reference or endorsement, please do not hesitate to contact me directly.

Sincerely,

Sincerely,
Surge Uppal
President & CEO
Efficient Building Automation Corp.



TO:

Lisa Guerreiro
Staff Assistant II
City of North Port
Public Works/Facilities Maintenance Division
1850 West Price Blvd
North Port, FL 34286

10/16/2024

RE: SOLE SOURCE VENDOR

To Whom It May Concern:

We are writing regarding the HVAC Controls Systems in operation on multiple City of North Port Facilities. We are the Sole Integrator in the State of Florida for Loytec Americas and Efficient Building Automation products and are therefore the only factory Integrator approved to work on these systems.

Should you wish to contact me to discuss, my telephone number is (727) 423-0920.

Yours sincerely,

Rick Joyner

President - Total Building Integrations, Inc.



Procurement Request

City of North Port

Request

Request Type *

Sole/Single Source/Standardization

Capital? (?) No Yes**PRR-EX (?)** Yes**FY***

2025

Type code ***Preparer**

Lisa Guerreiro

Pre-Director Approver(s) (?)

	Name
1	Garrett Woods
2	Chelsea Buell

Department *

PUBLIC WORKS

Division(s)

FACILITIES MAINTENANCE

Commission Meeting? * Yes No**Commission Override (?)** Yes No**Purchase****Payment Method *** Visa Purchase Purchase Order**Purchase Type *** Single Purchase (current FY)
 Blanket Purchase (current FY)**Purchase SubType *** None Change Order
 Amendment**Description ***

Replacement of the existing Circon Controllers on 4 of the gym units that were damaged at the Morgan Family Community Center per quote provided on 10/11/24.

*Section 2-407 of the City of North Port Procurement Code provides guidelines for determining if good(s) or service(s) is/are a sole/single source. **All Sole/Single source requests will be posted on DemandStar & the City's Purchasing site for seven (7) calendar days.***

Exemption Explanation (?) *

Total Building Integrations, Inc. is the integrator for the HVAC control systems at the George Mullen Activity Center, Morgan Family Community Center, and PW/Fleet. They provide maintenance services, repairs and/or replacement parts for these systems. They are the sole integrator in the State of Florida for Efficient Building Automation products. The specific products used in City facilities are SCC-310-GPC and SCC-310-PRG. They have a high level of technical expertise in all aspects of integrated building controls, including the IT side. This will save the City time and money by not having to go through the competitive process and will ensure that we have the right people taking care of our systems and making sure that they are up and running efficiently for the community.

Steps taken to verify these goods and/or services are not available elsewhere (?) *

n/a

Other vendors that were contacted (?) *

n/a

Technology Related? (?) * Yes Renewal No**Exemption****Reason ***

Attach documentation from the manufacturer certifying the vendor selected is the only distributor/dealer/contractor for the products or services in question and/or holds the production, unique capability, copyrights, trademark, and/or patent to the item, and check the following applicable statement(s):

 Patent, copyright or unique design restrictions. (Sole Source) Proprietary rights in technical data and/or product formulations (e.g. cleaning compounds, lubricating oils, paint, etc.), which can only be determined through extensive laboratory analysis and examination. (Sole Source)

- Only producer, such as utility supplier or construction material supplier, that will meet the specialized needs of the department or perform the intended function. (Sole Source)

- Direct replacement parts, equipment or supplies that must be compatible with original equipment already installed but available only from the original equipment manufacturer. Most manufacturers have more than one dealer or distributor for their products. When this is the case, competition between dealers and/or distributors may be possible, eliminating the "sole or single source" restriction. (Single Source)

- When tests and/or demonstrations of equipment, supplies, part, etc. under actual operating conditions reveal superior quality, performance, design or other characteristics in a brand product(s), which is available from only one source. Testing must be performed as often as practical. (Single Source)

- Purchases for a brand product are to be made from one selected supplier, even though there are other suppliers that provide similar products. Options, such as pricing, availability, servicing, have been vetted and a supplier has been chosen that best meets the City's needs. (Single Source)

- Maintenance, repair services or warranty which require specialized test equipment, procedures, and technical expertise available only from the original equipment manufacturer or authorized/licensed dealer/field service representative. (Single Source)

- The part(s)/equipment are required to permit standardization and operating efficiencies within the organization and the parts and equipment are only available through a sole or single source. If competition is available, the parts and equipment must be competed. For brand-specific items, quotes should still be obtained. (Standardization)

- Other: None or some of the above apply. Provide detailed justification below.

Explanation *

Supporting backup *

Click the Preview icon or right click link and select open in new tab or window to avoid downloading.

TBI - Circon letter.pdf	307.71KB
TBI - Sole source.pdf	570.96KB

DemandStar
For Purchasing Division

Date Posted	Sole/Single Source Number	Effective Date	Expiration Date
PostedPlusSeven			
Hidden			

Purchase Details

Line Items

Item #	Description *	Unit of Measure	Quantity *	Unit Price *	Subtotal
1	Replacement Circon Controllers on 4 of the gym units at the MFCC	\$\$	16,388.00	\$1.00	\$16,388.00

Shipping (?) *	Total Charges
\$0.00	\$16,388.00

Accounts (?)

Dept *	Account # (?) *	Project #	Amount *
1	001-0760-519.46-04		\$16,388.00

Total Payments
\$16,388.00

Comments to Budget (?)

Backup Attachments



Click the Preview icon or right click link and select Open link in new tab or window to avoid downloading.

Additional Backup

Related NavLine Req, price sheet, quote, drawings, specifications, risk waiver, etc.

Morgan Family 4 gym units Controllers.pdf

117.59KB

Vendor Details

Vendor Information (?)



Except for Emergency purchases, vendor MUST already be setup as a vendor in NavLine.

Vendor Name *

TOTAL BUILDING INTEGRATIONS INC

Vendor Number *

5796

Vendor Name CST

Contact

Vendor Email

miket@tbi-fl.com

Remittance Address

1715 COACHMAN PLAZA DR SUITE A, CLEARWATER, FL 33759-1930

Phone

866-824-4451

Vendor Documentation Current (?) *

Yes No

Risk Documentation Current (?) *

Yes No Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$25,235.00

City Inclusive (?) *

Highest Approver (?) *

FD and CM will be skipped on the back end, as needed.

Purchasing Approver