



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](mailto:purchasing@cityofnorthport.com)



## NOTICE OF INTENT TO AWARD A SOLE/SINGLE SOURCE PROCUREMENT

Sole/Single Source No: SS NO. 25-16

Date Posted: January 22, 2025

Written Response Due Date: January 29, 2025

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:** Ambulance Repair Services As Needed
- **AMOUNT** (This is an acquisition with an estimated value of): \$15,000.00
- **VENDOR:** Mathney Fire & Emergency

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](mailto: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](http://www.demandstar.com). Links to DemandStar are also available from the City website at [www.northportfl.gov](http://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](mailto:purchasing@northportfl.gov). No verbal requests will be honored.



May 1, 2024

RE: Matheny Fire and Emergency

To Whom it May Concern:

On May 1, 2024, Matheny Fire and Emergency purchased the REV facility in Ocala Florida known as REV RTC at 725 SW 46<sup>th</sup> Ave, Ocala, Florida 34474.

Matheny Fire and Emergency is now the REV Fire Group dealer in Florida for the E-ONE, Ferrara, and Spartan ER fire apparatus brands.

In addition, Matheny Fire and Emergency will continue to represent both the Wheeled Coach and Road Rescue ambulance brands.

Matheny Fire and Emergency is now providing Florida departments with sales, warranty, service, and parts support for these five brands.

Contact information is as follows:

Matheny Fire and Emergency  
725 SW 46<sup>th</sup> Avenue  
Ocala FL 34474  
352 639-6305 / 800 524-6072  
Dee Daniels, Director of Sales  
[ddaniels@mathenyfire.com](mailto:ddaniels@mathenyfire.com)

Should you have any questions or need additional information, please contact Dee Daniels, listed above.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Larry A. Daniels, Jr.', with a checkmark at the end.

Larry A. Daniels, Jr.  
Sr. Director, Global Sales

LAD

cc:



[EXTERNAL] [Ticket #678] City of North Port - THIRD REQUEST



Matheny Motors Account Request Help Desk <help@mathenymotorsar.on.spiceworks.com>

To Barbara Wolf

Retention Policy NP - Email Policy (6 years)

Expires 1/9/2031

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Reply Reply All Forward

Fri 1/10/2025 3:29 PM

**EXTERNAL EMAIL: This email is from an external sender. Please exercise caution with links and attachments.**

NOELLE COWAN made 2 updates.

#678 City of North Port - THIRD REQUEST

**NOELLE COWAN:**  
*changed status from open -> closed*

**NOELLE COWAN wrote:**  
\$170.00/hr Labor Rates

**Ticket Attributes**

**Creator** Barbara Wolf  
**Assignee** NOELLE COWAN

**Why did you receive this email?**

Glad you asked! We're using the Spiceworks Cloud Help Desk to track issues and get all your requests sorted in a snap. Have a concern? Just reply to this email, and we'll be in touch. Thanks!

[Terms of Use](#) | [Privacy Policy](#) | [Cookie Policy](#) | [Security Details](#)



# Procurement Request

## City of North Port

### Request

**Request Type \***

Sole/Single Source/Standardization

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

2025

**Type code \*****Preparer**

Barbara Wolf

**Pre-Director Approver(s) (?)**

	Name
1	Chelsea Buell
2	Garrett Woods

**Department \***

PUBLIC WORKS

**Division(s)**

FLEET

**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 \***

Procure repair services for the City of North Port's ambulances including OEM or factory authorized replacement parts and repairs.

*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 (?) \***

The repair of the City of North Port's ambulances that require specialized diagnostics from factory trained technicians with proprietary equipment for those repairs.

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

A single source letter has been received from Matheny Fire and Emergency stating "they are the provider throughout the state of Florida for E-One, Ferrara, Spartan Fire Apparatus and Wheeled Coach and Road Rescue ambulances and all REV brand parts and service for the State of Florida.

**Other vendors that were contacted (?) \***

None

**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.

SOLE SOURCE LETTER.pdf

44.41KB

**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	Blanket for the repair of the City's ambulances	\$\$	15,000.00	\$1.00	\$15,000.00

**Shipping (?) \***      **Total Charges**  
 \$0.00                      \$15,000.00

**Accounts (?)**

	Dept *	Account # (?) *	Project #	Amount *
1		520-3035-519.46-70		\$15,000.00

**Total Payments**  
 \$15,000.00

**Comments to Budget (?)**

Please see account balance report attached.

**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.

46-70 Balance 1-14-25.pdf

64.54KB

Labor rate 1-13-25.pdf

124.67KB

**Vendor Details**

**Vendor Information (?)**



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

**Vendor Name \***

MATHENY FIRE & EMERGENCY

**Vendor Number \***

8233

**Vendor Name CST**

**Contact**

**Vendor Email**

[jfieler@mathenymotoros.com](mailto:jfieler@mathenymotoros.com)

**Remittance Address**

MATHENY MOTOR TRUCK CO, PO BOX 1304, PARKERSBURG, WV 26102-1304

**Phone**

304-485-4418

**Vendor Documentation Current (?) \***

Yes  No

**Risk Documentation Current (?) \***

Yes  No  Waiver Attached

**YTD Expenses (?)**

**Department Inclusive (?) \***

\$15,000.00

**City Inclusive (?) \***

**Highest Approver (?) \***

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

Purchasing Approver