



City of North Port
FINANCE DEPARTMENT/PURCHASING DIVISION
4970 CITY HALL BLVD
NORTH PORT, FLORIDA 34286
Office: 941.429.7174
Email: purchasing@northportfl.gov



NOTICE OF INTENT TO AWARD A SOLE/SINGLE SOURCE PROCUREMENT

Sole/Single Source No: SS NO. 25-28
Date Posted: March 11, 2025
Written Response Due Date: March 18, 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:** Fleet Management Live Subscription Renewal
- **AMOUNT** (This is an acquisition with an estimated value of): \$15006.00
- **VENDOR:** SYN-TECH SYSTEMS, 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 Michael White, Contract Administrator I, at 941.429.7174. 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.



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 ***

Annual renewal of FM Live, the cloud version of Fleet Management's fuel tracking system.

*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 (?) *

As the City of North Port grows the demand for more fueling sites is also growing. Currently a member of Fleet Management staff must go to the various fueling sites to manually get an inventory ticket in order to see the 90% ullage to know the quantity of fuel to order. The upgrade of the equipment will allow more of a "desktop" management of the fuel system creating a more streamlined fuel ordering process.

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

Syntech Systems holds the copyrights to the FuelMaster source code and patents on the accompanying hardware. The City of North Port currently has FuelMaster units at the Price Blvd. and Pan American fueling sites. to change fuel tracking systems at this time would not be cost effective.

Other vendors that were contacted (?) *

None

Grant? *☐ Yes ☒ No**Technology Related? (?) ***☐ Yes ☒ Renewal ☐ No**Technology type ***

Hosted Webapp, Subscription

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.](#)

City of North Port FuelMaster Sole Source.pdf

149.06KB

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	FM Llive Premium Subscription Services (annual)	ea	1.00	\$15,006.00	\$15,006.00

Shipping (?) *

\$0.00

Total Charges

\$15,006.00

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1		520-3035-519.54-00		\$15,006.00

Total Payments

\$15,006.00

Comments to Budget (?)

See the attached account balance sheet.

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.

54-00 Account Balance 3-11-25.pdf	151KB
City of North Port FL FuelMaster FMLive Service Renewal Options.pdf	175.75KB
2025 FMLive Annual Licensing Information.pdf	171.1KB

Vendor Details

Vendor Information (?)

▼

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

Vendor Name *	Vendor Number *
SYN-TECH SYSTEMS INC	5858

Vendor Name CST

Contact	Vendor Email
Taylor Fenior	marketing@myfuelmaster.com

Remittance Address
PO BOX 5258, TALLAHASSEE, FL 32314-5258

Phone
800-888-9136

Vendor Documentation Current (?) *

☒ Yes ☐ No

Risk Documentation Current (?) *

☒ Yes ☐ No ☐ Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *	City Inclusive (?) *
\$15,006.00	

Highest Approver (?) *

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



02/18/2025

City of North Port, FL

To Whom It May Concern:

Syntech Systems, Inc. (STS) is the sole source for all FuelMaster Software and Hardware. Syntech Systems, Inc. designed and developed the software to work with its accompanying hardware – FuelMaster model series 2000, 3000, 4000, 5000 and AIM product line. Additionally, STS holds the copyrights to the FuelMaster source code and patents on the accompanying hardware. All software and hardware are developed and maintained by Syntech Systems, Inc.

Fuel Management Systems (FMS) are proprietary and cannot be interchangeable. A fuel management system has three major components: the island controller, the access device that activates dispensers through the island controller, and the system software that provides reports and data. All three components must be from the same manufacturer for the system to operate. The access device (in this case the Prokee read/write key) must be able to fit into a receptacle designed to be received by the island controller and match the information within the correctly designated fields. Or, if using AIM equipment, the island controller must communicate by radio frequency to the vehicle AIM device and vice versa. If the system's hardware and software are incompatible, the fuel dispensers cannot be activated, or access the transaction data captured by the island controller.

Syntech Systems has engineered its systems to be forward and backwards compatible, allowing for products to be upgraded and integrated with past, current, and future models. All of our customers have the ability to modernize their systems by upgrading software, firmware, or communications without having to purchase a new unit.

If you require further information, please call me at (800) 888-9136, extension 1311.

Sincerely,
Syntech Systems, Inc.

A handwritten signature in black ink that reads 'Taylor Fenior'.

Taylor Fenior
Extended Maintenance Specialist
Taylor.Fenior@myfuelmaster.com



What is FMLive?

FMLive is a web-hosted application--developed with industry-standard architecture and protocols to ensure stability and performance. Developed with state-of-the-art technology, FMLive is a secure platform, intuitive user experience, with maximal opportunities for fleet, fuel inventory, and asset management integration.

What Do I Get with FMLive?

All FMLive customers will receive free and continuous system monitoring, software and firmware updates, however Syntech hosted software spares you the expense of initial hardware costs and having to invest in a physical IT infrastructure. No more having to juggle networking, servers, component compatibility or application patching.

New Features are added regularly to ensure your business stays ahead of market trends and are all included with your software package.

Your software services package also includes:

- Continuity of Operations – Redundant database servers with hot replication ensure your data is always available.
- Disaster Recovery – Scheduled database and transaction log backups, offloaded to geographically separated locations.
- Risk Management – Hardened Server images, combined with vulnerability scanning and remediation. Standard firewall configurations and configuration management, access control, encryption key management. All ensuring data confidentiality, integrity, and availability.
- Semi-annual application updates and access to early releases with requested features that add to your capabilities
- Scalability and future growth - Syntech manages scalability if/when the customer needs additional processing power.

How Much Does It Cost?

The cost of FMLive is variable based on the number of Fuel Management Units (FMUs) and the level of network service provided, either connected via your network infrastructure or completely removed from your IT portfolio and hosted on our private cellular network.

Hosted FMLive plus Cellular FMU connectivity provides a completely hands-off, zero-dependence system that gives Syntech the ability to manage, maintain and diagnose the entire system without needing to provide Syntech access to their network.

520-3035-519.54-00

Collapse

Account information

☒ OTHER GENERAL GOVT SRVCS / BOOKS, PUBLIC, SUBS, MEM
Fiscal year: 2025 Dr
Budget: 54,020.00
Committed: 38,692.65
☒ Balance: 15,327.35

Project Data

Project Entry Optional
☒ CV2020 CORONAVIRUS (CO) .00
☒ IAN22 HURRICANE IAN 2 .00
☒ IRMA17 HURRICANE IRMA .00

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
<input checked="" type="checkbox"/> 01 October	.00	.00
<input checked="" type="checkbox"/> 02 November	.00	.00
<input checked="" type="checkbox"/> 03 December	.00	.00
<input checked="" type="checkbox"/> 04 January	.00	.00
<input checked="" type="checkbox"/> 05 February	32,172.80	32,172.80
<input checked="" type="checkbox"/> 06 March	6,519.85	38,692.65
<input checked="" type="checkbox"/> 07 April	.00	38,692.65
<input checked="" type="checkbox"/> 08 May	.00	38,692.65
<input checked="" type="checkbox"/> 09 June	.00	38,692.65
<input checked="" type="checkbox"/> 10 July	.00	38,692.65
<input checked="" type="checkbox"/> 11 August	.00	38,692.65
<input checked="" type="checkbox"/> 12 September	.00	38,692.65

Payment information

Vendor	(* indicates pending)	Total
<input checked="" type="checkbox"/> RON TURLEY ASSOCIATES INC		37,802.65
<input checked="" type="checkbox"/> BANK OF AMERICA (P-CARD)		890.00



City of North Port, FL

**FuelMaster FMLive Service Renewal
Effective 03/01/2025 – 02/28/2026**

Dear Valued Customer,

We have enjoyed serving you during the first year of your new FuelMaster System. We value your investment in your fuel security and management platform and are committed to providing quality customer service. After the initial warranty and FMLive service for your FuelMaster system conclude, Syntech provides four customer service levels to choose from:

FMLive Service at Every Level	Basic	Limited	Initial Warranty	Standard	Premium
Cloud Hosting with Cellular Connectivity	X	X	X	X	X
Free Software and Firmware Updates	X	X	X	X	X
Software ONLY Phone Support (8am – 8pm EST Mon. – Fri., Excluding Federal Holidays)	X	X	X	X	X
Software AND Hardware Phone Support with Diagnostics (8am – 8pm EST Mon. – Fri., Excluding Federal Holidays)		X	X	X	X
Free Repair Parts (Excluding Acts of God, Vandalism, User Abuse)			X	X	X
10% Discount on Replacement Parts		X			
Unlimited 24/7 Phone Support and Diagnostics Without Restriction					X
Free Certified Technician Site visits as required					X
Free Surge/Lightning Kits					X
Acts of God coverage					X
Annual Cost (3 FMUs)	\$7,056	\$7,881	Included the first year	\$10,881	\$15,006