



**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@northportfl.gov](mailto:purchasing@northportfl.gov)



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

**Sole/Single Source No: SS NO. 25-68**

**Date Posted: August 7, 2025**

**Written Response Due Date: August 14, 2025**

**This is not a formal solicitation and there are no submissions required.** 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: PURCHASE OF VELOMETER VIBRATION SENSOR**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$922.00**
- **VENDOR: HOWDEN USA COMPANY**

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 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](mailto: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**

Ruth Agosto

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

	Name
1	Michelle Tipp

**Department \***

UTILITIES

**Division(s)**

WASTEWATER

**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 \***

For the Purchase of a Velometer Vibration Sensor 74454 for KA2SV-GK190 S

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 (?) \***

Howden is the sole source provider for Turblex factory-authorized service and EOM components in all North America for these machines which are essential for standard functions.

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

We obtained a sole source letter from Howden.

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

N/A

**Grant? \*** Yes  No**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.](#)

2026 Sole Source Letter.pdf

217.16KB

**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	Velometer Vibration Sensor 74454 for KA2SV-GK190 S	\$\$	922.00	\$1.00	\$922.00

**Shipping (?) \***      **Total Charges**  
 \$0.00                      \$922.00

**Accounts (?)**

	Dept *	Account # (?) *	Project #	Amount *
1		420-6062-535.46-11		\$922.00

**Total Payments**  
 \$922.00

**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.

Vendor Details

Vendor Information (?)



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

Vendor Name \*

HOWDEN USA COMPANY

Vendor Number \*

8303

Vendor Name CST

Contact

Vendor Email

[lynn.dolegala@chartindustries.com](mailto:lynn.dolegala@chartindustries.com)

Remittance Address

PO BOX 417538, BOSTON, MA 02241-7538

Phone

716-706-2812

Vendor Documentation Current (?) \*

Yes  No

Risk Documentation Current (?) \*

Yes  No  Waiver Attached

YTD Expenses (?)

Department Inclusive (?) \*

\$44,963.59

City Inclusive (?) \*

Highest Approver (?) \*

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

August 4, 2025

Subject: Sole Source Factory Authorized Service

Dear Howden/Turblex Equipment Owners,

Howden USA has been in business since 1854. Howden manufactures parts, performs repairs, and provides field services for Single and Multi-Stage Blowers, Gas Boosters, Steam Turbines, and Compressors. Services are available for new and legacy OEM equipment brands including:

- Steam turbines – Howden, Siemens
- Blowers, gas boosters, and compressors – HV-Turbo, Cord-Turbo, Turblex, Siemens Energy, Inc., Kuhnle, Kopp & Kausch, Spencer
- Fans – Schiele, Exvel

Howden is the sole source provider for factory-authorized service and OEM components in North America for these machines. Our commitment to exemplary operating installations is demonstrated by the Company's investment in the Customer Service/Parts Department. This highly trained group of professionals includes in-house technical and parts departments, as well as mechanical and instrumentation field services personnel. A staff of mechanical, electrical and instrumentation engineers from our engineering centers support the Howden field service group.

Howden USA Company nor our agent will provide any technical information or support to any non-authorized entity related to subject equipment.

For technical support for your equipment, contact us at +1 417 864 5500.

**Purchase orders should be addressed to:**

Howden USA Company  
2475 George Urban Blvd.  
Depew, NY 14043  
[orderdesk.usa@chartindustries.com](mailto:orderdesk.usa@chartindustries.com)

Should you have any problems or additional needs, please do not hesitate to contact us at [www.howden.cloud/quote](http://www.howden.cloud/quote).



**Jim Trace**  
**North America Environmental Sale Manager**  
ChartWater™ - AdEdge | BlueInGreen | Chart | Howden  
Mobile: +1-913-609-0829  
[jim.trace@chartindustries.com](mailto:jim.trace@chartindustries.com) | <https://www.chartwater.com>



March 20, 2026

Subject: Sole Source Factory Authorized Service

Dear Howden/Turblex Equipment Owners,

Howden USA has been in business since 1854. Howden manufactures parts, performs repairs, and provides field services for Single and Multi-Stage Blowers, Gas Boosters, Steam Turbines, and Compressors. Services are available for new and legacy OEM equipment brands including:

- Steam turbines – Howden, Siemens
- Blowers, gas boosters, and compressors – HV-Turbo, Cord-Turbo, Turblex, Siemens Energy, Inc., Kuhnle, Kopp & Kausch, Spencer
- Fans – Schiele, Exvel

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Howden USA Company nor our agent will provide any technical information or support to any non-authorized entity related to subject equipment.

For technical support for your equipment, contact us at +1 417 864 5599.

**Purchase orders should be addressed to:**

Howden USA Company  
2475 George Urban Blvd.  
Depew, NY 14043  
[orderdesk.usa@chartindustries.com](mailto:orderdesk.usa@chartindustries.com)

Should you have any problems or additional needs, please do not hesitate to contact us at [www.howden.cloud/quote](http://www.howden.cloud/quote).



Jim Trace

**North America Environmental Sale Manager**  
ChartWater™ - AdEdge | BlueInGreen | Chart | Howden  
Mobile: +1-913-609-0829  
[jim.trace@chartindustries.com](mailto:jim.trace@chartindustries.com) | <https://www.chartwater.com>



## Aftermarket Proposal

**From:** April Montgomery  
**Direct Tel:** 417-380-5676  
**Email:** April.Montgomery@chartindustries.com  
**Your Sales Contact:** Ricardo Alzate - Ricardo.Alzate@chartindustries.com

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<b>To:</b>	Dale Beckmann	<b>Date:</b>	07/15/2025
<b>Company:</b>	North Port Utilities, FL	<b>Page No:</b>	Page 1 of 3
<b>Ref:</b>	North Port Utilities, FL		
<b>Quote No:</b>	HUSADLL.AFM.005315/A		
<b>Regarding:</b>	Wilcoxon - North Port Utilities - Vibration sensor 74454 for KA2SV-GK190 S		

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Thank you for your enquiry submitted to Howden Aftermarket.  
 We are happy to present below quoted parts, prices and estimated delivery schedules:

!!! Please carefully review PAYMENT & DELIVERY TERMS that apply to this proposal.  
 As we look forward to receiving and shipping your order, agreement on terms is important to secure quick and timely processing of your order.

Regarding the recent Executive Orders on tariffs - - Due to the potential imposition of tariffs which might directly impact the cost structure of our products, we reserve the right to adjust our pricing to reflect any increase in costs resulting from these tariffs.

Line	Part No.	Product Description	Delivery time	Qty	Unit Price USD	Total Item USD
1	74454	VELOMETER, 0-1.0 IPS, WILCOXIN	3 Week(s)	1.00	922.00	922.00
<b>Total</b>						922.00

Any estimates of delivery dates are based on our current backlog of orders and may therefore differ from the achievable delivery dates at the time of the actual order being placed. Howden will seek to consolidate shipments as much as possible. We ask that you clearly state on your Purchase order, if and when partial delivery is desired.

Price and estimated delivery schedule is based upon material price and availability and factory loading at the time of the proposal, and may be subject to adjustment at the time of order placement and acknowledgement.

For any Service & Supervision offered, an estimation was calculated using current rate sheet as a guide. Cost is approximate and a final invoiced amount will present actual cost based on actual hours as required/requested by site personnel.

Typically, our service advisors will travel with diagnostic equipment only and will advise a mechanic/millwright with tools.

Howden standard inspection, packaging and documentation apply to content of this proposal, unless specified above. Additional requirements will be quoted upon request.

For Service & Supervision – additional Labor charge may apply to base rate, overtime rate and double time rate depending on actual hours on workday(s), weekend(s) and Howden locally observed holiday(s).

Howden will supply equipment from Howden workshops/manufacturing sites and via Howden Supply chain approved suppliers sourced worldwide, optimized to give our customers the best value option.

Non Inventory parts are non returnable; returned inventory parts are subject to restocking fee, and will not be accepted without agreement with Howden.

In the event an account has an overdue balance with Howden, Howden reserves the right to hold shipment until payments are received, and the account is current.

**Terms and Conditions:** This offer is made expressly subject to and conditioned upon acceptance of Seller's North American Standard Terms for Sale of Goods (available at: <https://www.chartindustries.com/Terms-Conditions> ). Unless otherwise negotiated and agreed to by Seller in writing, no other terms shall apply regardless of any statement on Buyer's documents to the contrary.

**Purchase Order Submission:**

A purchase order or a letter of acceptance is required as written notification of acceptance of this Proposal. Please ensure that your purchase order clearly states the Proposal number and is issued to:

Howden USA Company

Emailed to: [Orderdesk.USA@chartindustries.com](mailto:Orderdesk.USA@chartindustries.com)

Howden minimum order value is \$500. For any failure to pick up or direct shipment of goods within 10 Business days after written notice of availability, Howden will invoice a storage fee of \$500 per week for the duration of the storage.

For Prepay and Charge Orders, there will be a 10% charge of the net selling price applied to the order to cover the standard transportation and handling expenses to the first North American or Canadian destination. This will be added as a separate item or an invoice will be issued separately to the Buyer. This does not apply to overseas or expedited shipments. In addition, any expenses incurred by Seller because of special delivery arrangements requested by Buyer shall be billed to Buyer. Howden does not provide copies of freight invoices.

For Credit Card Payments a 2% surcharge will be added onto orders over \$3,000 when a credit card is the method of payment. The order value, including the surcharge, will be payable at the time of order placement and shall not be accepted at any point hereafter. Please note that your purchase order is still required as part of the new policy.

**Delivery Terms:** INCOTERMS 2020  
Free Carrier - Medina, OH

Seller is responsible for delivery to the named place. Seller is responsible for loading. Risk and cost are transferred to the buyer as soon as delivered at the named place. Unloading is the buyers responsibility.

**Payment Terms:** Payment Terms are Net 30 days from invoice date: Invoice will be issued for the full amount upon receipt of Order.

**Warranty:** Twelve (12) months from installation or eighteen (18) months after date of shipment, whichever ever occurs first.

**Price Validity:** This proposal expires in 30 days

**General:** This Proposal and acceptance of any Purchase Order is subject to credit approval from Coface. Pricing does not include Federal, State or Export taxes or duties.

In order to schedule a Service or Supervision to your site, your acknowledgement requesting the dispatch of a Service or Supervision technician and a copy of an approved purchase order is required.

Please note that in case the Steel Price Index changes more than +/- 3% from the time of the proposal to the time of receiving the Purchase Order from Buyer, Howden reserves the right to adjust the price accordingly.

Upon submittal of orders to Howden, Buyer acknowledges its name will be added to a confidential list of customers that purchased Howden product(s), and agrees that from time to time, Seller, in its discretion, may provide its name as a reference for these products to new customers or to contractors to demonstrate where these products have been sold.

**Howden is ISO 9001:2015 Certified.**

Regards,

April Montgomery

**Howden Aftermarket**