



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



NOTICE OF INTENT TO AWARD A SOLE/SINGLE SOURCE PROCUREMENT

Sole/Single Source No: SS NO. 26-10

Date Posted: October 6, 2025

Written Response Due Date: October 13, 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: Water Sample Collection and System Maintenance**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$9600.00**
- **VENDOR: WATERCHECK 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 ***

2026

Type code ***Preparer**

LeAnn Turner

Department *

PARKS & RECREATION

Division(s)

AQUATICS CENTER

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 ***

Surface water sample collection and water system maintenance at Warm Mineral Springs.

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) business days.**

Exemption Explanation (?) *

Water Check has agreed to keep pricing the same, they are familiar with the plant and its operations and are very reliable. Per Utilities, Water Check is the provider to the previous operation of Warm Mineral Springs Park. They recommend continued use to maintain continuity of services.

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

N/A

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 *

Water Check has agreed to keep pricing the same, they are familiar with the plant and its operations and are very reliable. Per Utilities, Water Check is the provider to the previous operation of Warm Mineral Springs Park. We recommend continued use to maintain continuity of services.

Original Purchase (?) *

02/01/2016

Standardization cannot be on the first purchase.

Supporting backup *

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

WMS Est 2026.pdf

171.79KB

DemandStar

For Purchasing Division

Date Posted

Sole/Single Source Number

Effective Date

Expiration Date

Purchase Details

Line Items

Item #	Description *	Unit of Measure	Quantity *	Unit Price *	Subtotal
1	Monthly water plant operations	ea	12.00	\$500.00	\$6,000.00
2	Monthly water surface testing	ea	12.00	\$300.00	\$3,600.00

Shipping (?) *

\$0.00

Total Charges

\$9,600.00

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1		125-3040-572.34-00		\$9,600.00

Total Payments

\$9,600.00

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.

WMS Est 2026.pdf

171.79KB

Vendor Details

Vendor Information

(?)

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

Vendor Name *

WATERCHECK INC

Vendor Number *

5937

Vendor Name CST

Contact

Vendor Email

watercheck@aol.com

Remittance Address

13547 HERITAGE WAY, SARASOTA, FL 34240-7507

Phone

941-232-0112

Vendor Documentation Current (?) *

Yes No

Risk Documentation Current (?) *

Yes No Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$9,600.00

City Inclusive (?) *

Highest Approver (?) *

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

Water Check, Inc.

13547 Heritage Way
Sarasota, FL 34240

Estimate

Date	Estimate #
10/1/2025	3764

Name / Address
City of North Port Attn: LeAnn Turner 4970 City Hall Blvd. North Port, Fl. 34286

Description	Qty	Rate	Total
Monthly Water Plant Operations will include Quarterly Bacteriological samples, Yearly Nitrite & Nitrate sample, and liquid chlorine to maintain water system. Watercheck will include on site log book with biweekly visits. All required reports and test results will be sent to the Department of Health.	12	500.00	6,000.00
Monthly Surface water testing for fecal coliform MPN @ five locations around the spring as required by Health Department.	12	300.00	3,600.00
This Estimate is for Warm Mineral Springs System ID# 6581920			
This Quote is Confidential Information			Total \$9,600.00