



**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. 26-11**

**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: KnoxConnect Cloud Licenses and Med Vault Repairs**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$4,894.00**
- **VENDOR: Knox 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 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.

August 26, 2025

The Knox Company is the sole source vendor for Knox KeySecure<sup>®</sup> products with manufacturing and/or assembly done in our Phoenix, Arizona facility. As the provider of the patented Knox eLock System<sup>®</sup>, Knox maintains the highest level of key and lock control devices and ensures the manufacturing process is strictly controlled using rigorous protocols.

As the leader in the rapid access product category, the Knox brand is the preferred and trusted rapid access provider by more than 15,000 first responder departments/agencies throughout the U.S. and Canada; and is the product most often selected over other lock box programs based on the company's more than fifty-year reputation for integrity, quality, and reliability. Products include a complete line of eLock and mechanical lock boxes, cabinets, key switches, padlocks, the MedVault<sup>®</sup> Narcotics Vault, locking FDC Caps, and the proprietary KnoxConnect<sup>®</sup> Management System, used by Fire, EMS, and Law Enforcement departments/agencies.

Knox is the sole source manufacturer of the KLS-3292 Lift Off Door which includes our proprietary eLock technology and is designed to retrofit a TRACcess Vault for use with the patented Knox eLock System. Knox also manufactures products that electronically secure the Knox Master Key: Sentralok<sup>®</sup> and KeySecure Key Retention Systems, and the Knox KeyDefender<sup>®</sup> that provide keypad access with full audit trail documentation.

**Obtained UL Listings, include the following:**

- UL 437: Standard for Key Locks
- UL 508: Standard for Industrial Control Equipment
- UL 1037: Standard for Anti-theft Alarms and Devices
- UL 1332: Standard for Organic Coating for Steel Enclosures for Outdoor Use Electrical Equipment
- UL 1610: Standard for Central-Station Alarm Units

Included with the Knox products are many services that benefit first responders. Mechanical master keys are provided to only authorized individuals at no charge, records of installation are compiled on request, and complimentary materials available to property owners.

Knox products satisfy stringent rapid entry requirements. Please contact us if we can provide additional information.

Sincerely,



**Chris Rovenstine**  
VP, Sales and Marketing  
The Knox Company



Knox Company  
 1601 W Deer Valley Rd  
 Phoenix AZ 85027  
 United States

**Quote# QT-KA-62319**

**QUOTED TO:**

CUS105031  
 NORTH PORT FIRE RESCUE DIST  
 4790 CITY HALL BLVD  
 NORTH PORT FL 34286  
 UNITED STATES  
 SARASOTA

**SHIP TO:**

NORTH PORT FIRE RESCUE DIST  
 4980 CITY CENTER BLVD  
 NORTH PORT FL 34286-8037  
 UNITED STATES  
 SARASOTA

Valid Through	Sales Rep	Terms	PO #	Shipping Method
8/2/2025	Wendy Fecteau	N30 - Net 30		Ground Shipping < 75 LBS

Item	Description	Quantity	Units	Rate	Amount
SMS-1003C3	3YR. KnoxConnect™ Cloud License 21+ devices. Services Dates: 10/30/2025 - 10/30/2028	1	EA	\$3894.00	\$3894.00

Installation Address:  
 Primary System Code Role: PS-31-0073-12-85-BOXES

Memo: Knox Connect License Expires 10/30/2025

<b>Subtotal</b>	<b>\$3894.00</b>
<b>Tax Amount</b>	<b>\$0.00</b>
<b>Shipping and Handling</b>	<b>\$0.00</b>

**Total \$3894.00**



QT-KA-62319

## Terms and Conditions

All pricing is subject to change and is based on a quantity order to be shipped all at one time. Prices quoted are valid through the "Valid Through" date shown. All shipping and handling fees, if provided, are estimates based upon ground service to the address shown above. Knox will provide you a firm cost for shipping and handling fees when order is placed. Knox provides detailed installation instructions with each Knox product. However, Knox is not responsible for actual installation.

**SALES TAX DISCLAIMER:** Knox is required to collect sales tax for purchases made: in all US states/commonwealths (except DE, HI, MT, NH, and OR); in the District of Columbia; in Canada; and in other countries and other US territories/jurisdictions as mandated by local law. Where applicable, Knox will charge sales tax unless you have a valid sales tax exemption certificate on file with Knox. If you are sales tax exempt, you must provide us with an exemption certificate at the time the order is placed.

Please submit a purchase order form.



# Sales Order

#SO-KA-546834

2/11/2025

Knox Company  
 1601 W Deer Valley Rd  
 Phoenix AZ 85027  
 United States

**BILL TO:**  
 CUS105031  
 North Port Fire Rescue Dist  
 4790 City Hall Blvd  
 NORTH PORT FL 34286  
 United States  
 Sarasota  
 pmarietti@cityofnorthport.com

**SHIP TO:**  
 North Port Fire Rescue Dist  
 4980 City Center Blvd  
 North Port FL 34286-8037  
 United States  
 Sarasota

Terms	Shipping Method	PO #
N30 - Net 30	Ground Shipping < 75 LBS	SIGNED QUOTE

Item	Description	Customer Requested Date	Quantity	Units	Rate	Amount
3781	Knox Padlock™, 3_7/8" SHACKLE NON-SHROUDED	2/11/2025	3	EA	\$146.00	\$438.00

Installation Address: , 4980 City Center Blvd NORTH PORT, Florida 34286-8037  
 Primary System Code Role: PS-31-0073-12-85-BOXES

<b>Subtotal</b>	<b>\$438.00</b>
<b>Tax Amount</b>	<b>\$0.00</b>
<b>Shipping and Handling</b>	<b>\$24.00</b>
<b>Deposit Collected</b>	<b>(\$0.00)</b>

**Total \$462.00**



SO-KA-546834

#### Terms and Conditions

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Please submit a purchase order form.



# Procurement Request

## City of North Port

### Request

**Request Type \***

Sole/Single Source/Standardization

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

2026

**Type code \***

S

**Preparer**

Kimberly Kennedy

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

	Name
1	Deanna Marshall

**Department \***

FIRE

**Division(s)****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 \***3YR KnoxConnect Cloud License 21+devices. Services Dates: 10-30-2025 - 10-30-2028  
Maintenance and repairs and for current med vaults.

*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 (?) \***

Knox is the sole provider for Med Vault systems for Fire and Rescue Vehicles

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

Knox is the sole provider for Med Vault systems for Fire and Rescue vehicles.

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

Knox is the sole provider for Med Vault systems for Fire and Rescue vehicles.

**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 \***

Knox is the sole provider for Med Vault systems for Fire and Rescue vehicles.

**Original Purchase (?) \***

07/01/2015

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.

Knox Quote FY 26.pdf	13.59KB
Knox-Sole-Source-Response_Letter_8-26-2025.pdf	114.91KB

**DemandStar**

[For Purchasing Division](#)

**Date Posted**

Sole/Single Source Number	Verified By	Effective Date	Expiration Date
SS26-03	Michael White		

**Purchase Details**

**Line Items**

Item #	Description *	Unit of Measure	Quantity *	Unit Price *	Subtotal
1	3YR KnoxConnect Cloud License 21+ devices Services Dates: 10/30/2025 - 10/30/2028	EA	1.00	\$3,894.00	\$3,894.00
2	Med Vault Repairs per Reg Drapeau	EA	1.00	\$1,000.00	\$1,000.00

**Shipping (?) \***      **Total Charges**  
\$0.00      \$4,894.00

**Accounts (?)**

	Dept *	Account # (?) *	Project #	Amount *
1	FR	001-2222-526.49-14		\$1,947.00
2	FR	001-2222-526.46-03		\$500.00
3	FR	110-2222-522.49-14		\$1,947.00
4	FR	110-2222-522.46-03		\$500.00

**Total Payments**

\$4,894.00

**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.

Knox Quote FY 26.pdf	13.59KB
Sales Order_SO-KA-546834.pdf	180.5KB

**Vendor Details**

**Vendor Information** (?)

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

**Vendor Name \***

KNOX COMPANY

**Vendor Number \***

2587

**Vendor Name CST**

**Contact**

**Vendor Email**

[customerservice@knoxbox.com](mailto:customerservice@knoxbox.com)

**Remittance Address**

KNOX ASSOCIATES INC, 1601 W DEER VALLEY ROAD, PHOENIX, AZ 85027-2112

**Phone**

941-441-6162

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

Yes  No

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

Yes  No  Waiver Attached

**YTD Expenses** (?)

**Department Inclusive** (?) \*

\$5,894.00

**City Inclusive** (?) \*

\$5,894.00

**Highest Approver** (?) \*

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

Purchasing Approver