



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. 26-16

Date Posted: October 7, 2025

Written Response Due Date: October 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: REPAIR SERVICES – SPECIALIZED TRUCKS**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$20,000**
- **VENDOR: SOUTHERN SEWER EQUIPMENT SALES**

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**

Barbara Wolf

Pre-Director Approver(s) (?)

	Name
1	Garrett Woods
2	Chelsea Buell

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 ***

Blanket for the repair of Vac-On vacuum trucks.

*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 (?) *

The Utilities Department utilizes two vacuum trucks daily and has one spare. Should either of the vacuum trucks develop more than a minor repair the result would be inability to repair water/sewer breaks or repairs in a timely manner.

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

These are very specialized pieces of equipment that only the manufacturer has tools and resources for repairing.

Other vendors that were contacted (?) *

None

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.

Vac-Con Sole Source 3 Locations 04.09.25.pdf 272.54KB

Southern Sewer Distributor letter 011325.pdf 109.76KB

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	Blanket for the repair of Vac-on trucks	\$\$	20,000.00	\$1.00	\$20,000.00

Shipping (?) * **Total Charges**
\$0.00 \$20,000.00

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1		520-3035-519.46-70		\$20,000.00

Total Payments
\$20,000.00

Comments to Budget (?)

Please see the attached financial impact 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.

Financial Impact - Southern Sewer.pdf

80.77KB

North Port Parts & Service Rates letter (Aug 28, 2025).pdf

178.38KB

Vendor Details

Vendor Information (?)



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

Vendor Name *

SOUTHERN SEWER EQUIPMENT SALES

Vendor Number *

1882

Vendor Name CST

Contact

Michael Fitzgerald

Vendor Email

INFO@SOUTHERNSEWER.COM

Remittance Address

3409 INDUSTRIAL 27TH STREET, FORT PIERCE, FL 34946-8633

Phone

800-782-4134

Vendor Documentation Current (?) *

Yes No

Risk Documentation Current (?) *

Yes No Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$20,000.00

City Inclusive (?) *

Highest Approver (?) *

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

Southern Sewer

Ms. Barbara Wolf
City of North Port
4970 City Hall Blvd.
North Port, FL 34286
Email: bwolf@northportfl.gov

August 28, 2025

Dear Ms. Wolf:

Southern Sewer is pleased to provide the City of North Port with the following quote:

The current service labor rate is \$150.00 per hour. The trip charge to the City of North Port is \$220.00 for onsite service. No discount is available on parts.

Please let us know if you need any additional information. Thank you for the opportunity to provide parts and service to the City of North Port.

Sincerely,
Jenny Mitchem
Jenny Mitchem
Assistant General Manager

1-800-782-4134

SouthernSewer.com



April 09, 2025

To Whom It May Concern,

This letter will confirm that Southern Sewer Equipment Sales, located at...

3409 Industrial 27th Street
Fort Pierce, FL 34946

10575 General Drive
Orlando, FL 32824

8200 NW 58th Street
Doral, FL 33166

...is the sole authorized Vac-Con dealer for all sales, parts, and service in the state of Florida for all Vac-Con product lines. (Excluding the Florida Panhandle)

Regarding warranties, parts warranties are only available on OEM parts purchased through an authorized Vac-Con, Inc. dealer. Warranties are non-transferable, and Vac-Con is not liable if someone has made any repairs to the unit other than Vac-Con, it's dealers, or employees.

If you have any further questions, please do not hesitate to contact us.

Thank you,

A handwritten signature in blue ink, appearing to read "Todd Masley", is written over a white background.

Todd Masley
President, Vac-Con, Inc.

MORE POWER TO YOU

969 Hall Park Road,
Green Cove Springs, FL 32043
Tel: 904.284.4200 • Fax: 904.284.3305
www.vac-con.com



Driving The Difference.

To Whom It May Concern:

January 13, 2025

This letter will confirm that Southern Sewer Equipment Sales is the sole authorized Scranton Mfg., /New Way Distributor for sales, parts, and service in the State of Florida (excluding the Florida Panhandle). Please see below the three full-service facilities that Southern Sewer Equipment Sales has in Florida.

- 3409 Industrial 27th Street, Fort Pierce, FL 34946
- 8200 NW 58th Street, Doral, FL 33166
- 10575 General Drive, Orlando, FL 32824

If you have any further questions, please do not hesitate to contact us.

Ken Beugger
Regional Sales Manager

Ken. Beugger

Scranton Manufacturing/New Way

101 State St.

Scranton, IA 51462

CELL: 336-209-4995

Find Us On The Web At: <http://www.newwaytrucks.com>

Or At: <http://www.scrantonmfg.com/>



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