



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. 26-17

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 – HEAVY EQUIPMENT**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$15000**
- **VENDOR: BRIGGS EQUIPMENT 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**

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 ***

Procure services for the City of North Port's JCB equipment including OEM or factory authorized replacement parts and repairs as required.

*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 (?) *

Briggs Equipment Inc. is the sole authorized maintenance and repair provider for JCB heavy equipment. Briggs technicians are trained in and supplied with the hardware and OEM software to make repairs that other companies would not be able to perform. This allows for the most up-to-date current specifications for optimum performance and operations of the City's JCB equipment.

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

Multiple pieces of the City of North Port's JCB heavy equipment are now out of warranty and are critical pieces of equipment for the Solid Waste District's Recycling program and the Utilities Department. By not utilizing the authorized JCB distributor the Solid Waste District (loaders -2) and the Utilities Department (forklift and loader) would be severely hampered by delays in repairs.

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.

JCB Sole Source Briggs 2025.pdf

118.94KB

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 JCB equipment	\$\$	15,000.00	\$1.00	\$15,000.00

Shipping (?) * **Total Charges**
\$0.00 \$15,000.00

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1		520-3035-519.46-70		\$15,000.00

Total Payments
\$15,000.00

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 - Briggs Equipment.pdf	82.51KB
[EXTERNAL] RE_ City of North Port labor rate.pdf	183.63KB

Vendor Details

Vendor Information (?)



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

Vendor Name *

BRIGGS EQUIPMENT INC

Vendor Number *

7454

Vendor Name CST

Contact

Billy Burr

Vendor Email

billy.burr@briggsequipment.com

Remittance Address

P O BOX 841272, DALLAS, TX 75284-1272

Phone

863-326-8282

Vendor Documentation Current (?) *

Yes No

Risk Documentation Current (?) *

Yes No Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$15,000.00

City Inclusive (?) *

Highest Approver (?) *

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

Account Balance			\$ 50,620.00
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August 25th, 2025

Crystal Osborne
Fleet Acquisition Specialist
City of North Port

Dear Barbara,

Briggs JCB (formerly MacKinnon Equipment and Services) is the JCB dealer of Florida and South Georgia. We are the authorized equipment dealer providing equipment, parts, service and warranty for all JCB Construction and Agricultural equipment.

We provide service and maintenance work for new and used construction and agricultural equipment of all makes and models. We pride ourselves in providing top-notch repair services for all types of machinery including backhoe loaders, forklifts, telescopic handlers, front-end loaders, excavators, skid steers and more. Services range from preventative and regularly scheduled maintenance to large-scale repair work.

Contact the construction equipment service departments at our locations in Fort Myers, Orlando, Tampa, Jacksonville, Tifton, GA and New Orleans, LA.

If you have any questions or need further information, feel free to reach out to me directly and I will be happy to help you.

Sincerely,

John Hilberling
Director of Earth & AG, Briggs JCB

E: John.Hilberling@BriggsEquipment.com

C: (813) 442-0091



From: [Billy Burr](#)
To: [Barbara Wolf](#)
Cc: [Crystal Osborne](#)
Subject: [EXTERNAL] RE: City of North Port labor rate
Date: Monday, September 22, 2025 11:11:51 AM
Attachments: [image001.png](#)



Yes ma'am I apologize! I thought I sent that over to you a few weeks ago, my apologizes.

The 2026 labor rate will be \$179 per hour.

Please let me know if you have any further questions.

Thank you!

Billy Burr
Senior Sales Specialist
Briggs Equipment
(863) 326-8282
billy.burr@briggsequipment.com
<https://www.jcb.com/en-us/construction>

From: Barbara Wolf <bwolf@northportfl.gov>
Sent: Monday, September 22, 2025 11:10 AM
To: Billy Burr <Billy.Burr@BRIGGSEQUIPMENT.com>
Cc: Crystal Osborne <cosborne@northportfl.gov>
Subject: City of North Port labor rate

Hi Billy,

Have you gotten the 2026 labor rate yet?

Thanks!



Barb Wolf

**Business Services Coordinator
Public Works**

1100 N. Chamberlain Blvd., North Port, FL 34286

Office: 941-240-8532 Cell: 941-374-9944

