



**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. 26-19**

**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 CONSTRUCTION EQUIPMENT**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$15000**
- **VENDOR: DOBBS EQUIPMENT LLC**

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/files>. 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 \***

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 repair services for the City of North Port's John Deere construction 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 (?) \***

Dobbs Equipment is the sole source dealer of John Deere construction equipment, and the 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 John Deere construction equipment.

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

The Utilities Department and Road and Drainage Division have several critical pieces of John Deere construction brand equipment used in the repair and maintenance of the City's infrastructure. By not utilizing the authorized John Deere Construction equipment dealer the Utilities Department and Road and Drainage Division 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 thorough 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.](#)

Sole Source Letter City of North Port w Allied.pdf

168.19KB

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 John Deere Construction 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 - Dobbs.pdf	75.74KB
Labor rates.pdf	508.7KB

#### Vendor Details

##### Vendor Information (?)



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

<b>Vendor Name *</b>	<b>Vendor Number *</b>
DOBBS EQUIPMENT LLC	7103

##### Vendor Name CST

##### Contact

Matt Reed

##### Vendor Email

[matt.reed@dobbssequipment.com](mailto:matt.reed@dobbssequipment.com)

##### Remittance Address

PO BOX 5198, MEMPHIS, TN 38101-5198

##### Phone

813-995-0841

##### 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.

# DOBBS

## EQUIPMENT

Dobbs Equipment, LLC  
Dobbs Equipment Southeast LLC  
2730 S Falkenburg Road  
Riverview, FL 33578  
Phone: 813-620-1000

**Peter B Richa**  
CFO

August 07, 2025

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

Please allow this correspondence to serve as confirmation that Dobbs Equipment, LLC. is the sole dealer representative for John Deere Construction & Forestry equipment, Wirtgen Group Products, FINN Equipment, LeeBoy Pavers, and Topcon Positioning products, and CemenTech Concrete products in your area. Dobbs Equipment is the sole provider of factory authorized parts and service for John Deere Construction and Forestry equipment and listed allied brands in our area of responsibility.

Additional confirmation of John Deere Dealer area of responsibility can be found by visiting the following Deere & Company website: [www.deere.com](http://www.deere.com) Please look under the construction Dealer Locator for specific information.

Sincerely,

*Peter B Richa*

Peter B Richa

CFO



**DOBBS**  
EQUIPMENT



**WIRTGEN GROUP**



**TOPCON**

**LeeBoy**



**CEMENTECH**

**FINN**

Vendor	Account#	Budget	Amount encubured
	<b>520-3035-519.46-70</b>	\$ 628,490.00	
Prompt Towing			\$ 35,000.00
Boulevard Tire			\$ 50,000.00
Ten-8 Fire			\$ 35,000.00
Charlotte County Ford			\$ 35,000.00
On Scene Repairs			\$ 40,000.00
Anthony's Touch of Class			\$ 10,000.00
Jackie's Auto Body			\$ 35,000.00
Dobbs Equipment			\$ 15,000.00
<b>Total</b>			<b>\$ 255,000.00</b>
<b>Account Balance</b>			<b>\$ 373,490.00</b>

**From:** [Matthew Reed](#)  
**To:** [Kaila Lightfoot](#)  
**Cc:** [Kevin Fienup](#); [Crystal Osborne](#); [Barbara Wolf](#)  
**Subject:** [EXTERNAL] RE: City of North Port vendor updates - Second request  
**Date:** Monday, September 15, 2025 2:03:41 PM  
**Attachments:** [image001.png](#)  
[template12\\_sm\\_fb\\_92bd1e8d-8eda-4fa4-9f3a-a662314566231111.png](#)  
[template12\\_sm\\_linkedin\\_461580da-19d5-495b-a49c-94d5dcdd7d7e1111.png](#)  
[youtube\\_social\\_icon\\_red\\_2b84f2fd-c85a-4134-9c23-8321713b2b06.png](#)

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Field \$180.00  
Shop \$170.00  
PM \$110.00  
Mileage \$5.00 per mile travel  
Parts are list pricing

**Matthew Reed**

*Senior Account Manager*

**Dobbs Equipment**

4618 Scarborough Drive | Lutz, FL 33559  
(O) [813-995-0841](tel:813-995-0841) | (M) [813-431-8584](tel:813-431-8584) |  
[Matthew.Reed@dobbsequipment.com](mailto:Matthew.Reed@dobbsequipment.com)

[www.dobbsequipment.com](http://www.dobbsequipment.com)



**WIRTGEN GROUP**



**Teleo**



**CEMENTECH**



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**From:** Kaila Lightfoot <[Kaila.Lightfoot@dobbsequipment.com](mailto:Kaila.Lightfoot@dobbsequipment.com)>

**Sent:** Thursday, September 11, 2025 11:02 AM

**To:** Matthew Reed <[Matthew.Reed@dobbsequipment.com](mailto:Matthew.Reed@dobbsequipment.com)>

**Cc:** Kevin Fienup <[Kevin.Fineup@dobbsequipment.com](mailto:Kevin.Fineup@dobbsequipment.com)>; Crystal Osborne <[cosborne@northportfl.gov](mailto:cosborne@northportfl.gov)>; Barbara Wolf <[bwolf@northportfl.gov](mailto:bwolf@northportfl.gov)>

**Subject:** Re: City of North Port vendor updates - Second request

Matt,

Could you provide the information being requested below?

Thank you,

**Kaila Lightfoot**

*Staff Accountant*

**Dobbs Equipment**

2730 South Falkenburg Road | Riverview, FL 33578  
(O) [813-620-1000](tel:813-620-1000) | (Ext.)58859

[Kaila.Lightfoot@dobbsequipment.com](mailto:Kaila.Lightfoot@dobbsequipment.com)

[www.dobbsequipment.com](http://www.dobbsequipment.com)

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**From:** Barbara Wolf <[bwolf@northportfl.gov](mailto:bwolf@northportfl.gov)>

**Sent:** Thursday, September 11, 2025 10:58 AM

**To:** Kaila Lightfoot <[Kaila.Lightfoot@dobbsequipment.com](mailto:Kaila.Lightfoot@dobbsequipment.com)>

**Cc:** Kevin Fienup <[Kevin.Fienup@dobbsequipment.com](mailto:Kevin.Fienup@dobbsequipment.com)>; Matthew Reed <[Matthew.Reed@dobbsequipment.com](mailto:Matthew.Reed@dobbsequipment.com)>; Crystal Osborne <[cosborne@northportfl.gov](mailto:cosborne@northportfl.gov)>

**Subject:** City of North Port vendor updates - Second request

**CAUTION:** This is an EXTERNAL email. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Kaila,

Thank you for the vendor docs! I do need to know the labor rates – field and shop, travel rates, and any discount or mark-up on parts.

Thank you!



**Barb Wolf**  
Business Services Coordinator  
Public Works

1100 N. Chamberlain Blvd., North Port, FL 34286  
Office: 941-240-8532 Cell: 941-374-9944

