



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. 26-28

Date Posted: October 10, 2025

Written Response Due Date: October 17, 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: MAINTENANCE FOR VOICE IVR SYSTEM**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$4400**
- **VENDOR: SELECTRON TECHNOLOGIES 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/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. 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**

Ruth Agosto

Pre-Director Approver(s) (?)

	Name
1	Michelle Tipp

Department *

UTILITIES

Division(s)

ADMINISTRATION

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 ***

Annual service renewal (10/01/2024-09/30/2025) for outbound message service for UT, includes up to 11,000 messages.

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 (?) *

Selectron Technologies, Inc. is currently the sole provider for the Voice Utility IVR notification system utilized by the City and no other agency can provide products, services, or support for their system.

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

We obtained a sole source letter.

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 *

Annual Renewal Service (SS19-67)

Original Purchase (?) *

09/30/2019

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.

Sole Source Letter-Exp 8-26.pdf

108.12KB

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	Annual service renewal for outbound up to 11,000 messages	\$\$	4,400.00	\$1.00	\$4,400.00

Shipping (?) *

\$0.00

Total Charges

\$4,400.00

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1		420-6060-536.41-00		\$4,400.00

Total Payments

\$4,400.00

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.

Vendor Details

Vendor Information (?) ∨

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

Vendor Name *

SELECTRON TECHNOLOGIES INC

Vendor Number *

4492

Vendor Name CST

Contact

Vendor Email

sengel@selectron.com

Remittance Address

13535 SW 72ND AVE STE 200, PORTLAND, OR 97223

Phone

503-597-3304

Vendor Documentation Current (?) *

Yes No

Risk Documentation Current (?) *

Yes No Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$4,400.00

City Inclusive (?) *

Highest Approver (?) *

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



13535 SW 72nd Avenue | Suite 200 | Portland, OR 97223

Phone: 866.878.0048 | Fax: 503.443.2052

Selectron.com | Info@Selectron.com

August 12, 2025

City of North Port
4970 City Hall Boulevard
North Port, FL 34286

To Whom It May Concern:

This letter is to confirm that Selectron Technologies, Inc. (Selectron) is the sole provider and manufacturer of VoiceUtility IVR and Outbound systems. No other agency is authorized to resell, support or make modifications to these systems. Selectron develops these solutions based on specific requirements set forth by the jurisdiction and each system is unique.

In addition, Selectron's unique relationship and history with CentralSquare is required for success. Selectron has provided interactive voice response (IVR) systems for current and legacy CentralSquare solutions for over 20 years, and has been instrumental in developing and testing CentralSquare's interface libraries. To date, Selectron has implemented well over 130 IVR solutions for Central Square's user base, including solutions for Utility Departments, Building Departments and Municipal Courts.

Best regards,



Michael Hannegan
VP of Technical Services

**Trusted Solutions.
Real Value.**



Invoice 21730

7/15/2025

13535 SW 72nd Ave, Ste 200
Portland, OR 97223

Bill To:
City of North Port Attn: Finance Department 4970 City Hall Boulevard North Port, FL 34286

Ship To:

P.O. Number	Vendor ID	Terms	Due Date	Quote No.	Job No.
		Net 60	9/15/2025		755063

Quantity	Description	Rate	Amount
	Annual Service Renewal for Outbound 10/01/2025 - 09/30/2026 Outbound Message Service for Utility, Includes up to 11,000 Messages	4,400.00	4,400.00

A/R Contact - Sara Engel (503) 597-3304 sengel@Selectron.com		Subtotal	\$4,400.00
		Sales Tax (0.0%)	\$0.00
		Total	\$4,400.00
		Payments/Credits	\$0.00
		Balance Due	US\$ 4,400.00

Remit Payment to:

Selectron Technologies, Inc.
13535 SW 72nd Ave., Ste 200
Portland, OR 97223