



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. 26-34

Date Posted: November 4, 2025

Written Response Due Date: November 11, 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: PARTS AND REPAIR FOR BYPASS PUMPS**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$59850.00**
- **VENDOR: UNITED RENTALS (NORTH AMERICA) 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)

FIELD OPERATIONS

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 ***

Routine maintenance as well as as-needed parts and repair service for the Thompson Pump permanent bypass pumps installed at City lift stations.

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 (?) *

United Rentals is the sole manufacturer-authorized provider of maintenance and repair services in the area for pumps manufactured and sold by United Rentals Fluid Solutions.

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 *

SS19-33 ANNUAL REPAIR AND MAINTENANCE

Original Purchase (?) *

02/25/2019

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.

United Rentals- Sole Source Exp 10-20-26.pdf

219.78KB

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	Bypass Pump R&M	\$\$	59,850.00	\$1.00	\$59,850.00

Shipping (?) * **Total Charges**
 \$0.00 \$59,850.00

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1		420-6063-536.46-60		\$59,850.00

Total Payments
 \$59,850.00

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 NavilLine.

Vendor Name *

UNITED RENTALS (NORTH AMERICA) INC

Vendor Number *

3930

Vendor Name CST

Contact

Vendor Email

govrents@ur.com

Remittance Address

PO BOX 840514, DALLAS, TX 75284-0514

Phone

877-874-4468

Vendor Documentation Current (?) *

Yes No

Risk Documentation Current (?) *

Yes No Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$59,850.00

City Inclusive (?) *

Highest Approver (?) *

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



City of North Port

Human Resources Department
Risk Management
4970 City Hall Boulevard
North Port, FL 34286
Phone: 941.429.7200
Fax: 941.429.7135

Print Form

Date of Request:

Date Risk Received Request:

Response Time

Insurance Requirements Request Form

Primary Dept.: Utilities/ Field Operations
Secondary Dept.:
Contact Name/Phone#: Ruth Agosto/941-240-8025
Duration of work (Calendar days): 180 - 365 days
On Site Work: Yes
Estimated Cost of Work: \$25,000 - \$50,000
What are you purchasing?: other - list below

Requirements are for:
Formal Solicitation (RFB, RFP, RFQ) Solicitation #
Informal Solicitation (items purchased utilizing quotes and under the formal solicitation threshold)
Vendor Insurance Renewal Expiration Date
Insurance Update - attach original insurance requirements
Piggyback Contract (attach a copy of the contract insurance requirements, and list entity name/piggyback information in the summary below)

Provide a DETAILED description of the
Item being Purchased / Description of Work or Summary of Services being provided

Routine maintenance services as well as as-needed repair services for the permanent bypass pumps installed at City lift stations.

REQUIRED COVERAGE (To be completed by RISK)

Worker's Compensation -

All state and federal statutory limits apply.

Level I: \$100,000 each accident
Level II: \$500,000 each accident
Level III: \$3,000,000 each accident
Proof of current Worker's Compensation coverage
Worker's Compensation Exemption (notarized affidavit)

Commercial General Liability:

Occurrence form required aggregate separate to this job.

Level I: \$300,000 each accident
Level II: \$1,000,000 each occurrence
Level III: \$3,000,000 each occurrence
City of North Port to be named additionally insured
Proof of current General Liability Insurance coverage only

Commercial Auto Liability:

All owned, non-owned or hired

Level I: \$300,000 each accident for property damage and bodily injury with contractual liability coverage

Level II: \$1,000,000 each accident for property damage and bodily injury with contractual liability coverage

Level III: \$3,000,000 each accident for property damage and bodily injury with contractual liability coverage

City of North Port to be named additionally insured

Proof of current Commercial Auto Liability Insurance only

Sub - Limits - Personal Automobile Coverage

\$100,000 per person
\$200,000 per accident and
\$100,000 property damage

Additional Insurances when Applicable:

Environmental / Pollution Liability

\$100,000 each occurrence and \$300,000 general aggregate

Professional Liability

Level I projects: 1 million per occurrence and 1 million general aggregate

Level II projects: 1 million per occurrence and 2 million general aggregate

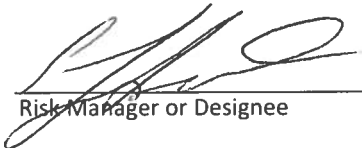
Level III projects: 2 million per occurrence and 2 million general aggregate

Required Insurance Coverage, not specified above:

Type of insurance	
Limits:	
Limits:	
Limits:	

Additional Risk Comments:

NOTE: Submit this form and the certificate of insurance to Risk for final approval PRIOR to making any purchases or allowing work to be performed.


Risk Manager or Designee

10/30/25
Date

Steve Lambert
Claims Coordinator
Phone: 941-429-7138
riskservices@cityofnorthport.com

Sandy Knowles
Risk & Benefits Manager
Phone: 941-429-7130
riskservices@cityofnorthport.com

Ruth Agosto

From: Risk Services
Sent: Friday, October 31, 2025 10:15 AM
To: Ruth Agosto
Subject: RE: United Rentals COI risk review and approval request UT
Attachments: Ruth Agosto-United Rentals.pdf

Please be advised that if the scope has been altered, changed, or increased, the insurance form should be updated and resubmitted to be sure that the City of North Port has adequate protection.

Vendor Approved by Risk.

Please monitor the expiration dates of policies of the approved Vendors. RISK approves insurances based on the date RISK receives the request for approval.

From: Ruth Agosto <ragosto@northportfl.gov>
Sent: Wednesday, October 29, 2025 9:10 AM
To: Risk Services <riskservices@northportfl.gov>
Subject: FW: United Rentals COI risk review and approval request UT

Hi good morning,

Is this approved?

Kind Regards,



RUTH AGOSTO

Business Services Coordinator | Utilities

4970 City Hall Blvd, North Port, FL 34286

O: 941.240.8025



From: Ruth Agosto
Sent: Monday, October 27, 2025 2:56 PM
To: Risk Services <riskservices@northportfl.gov>
Subject: United Rentals COI risk review and approval request UT

Good afternoon,

Please see attached for your review and approval.

Kind Regards,



RUTH AGOSTO

Business Services Coordinator | Utilities

4970 City Hall Blvd, North Port, FL 34286

O: 941.240.8025





Fluid Solutions

10/20/25

To whom it may concern:

This letter confirms that United Rentals (North America), Inc. ("United") is the sole authorized maintenance and service repair provider for pumps manufactured by our company and sold to you ("Pumps"). This allows us to continue to maintain the Pumps up to the specifications and to the standards we have set. As part of your agreement to use United as the sole source for repair and maintenance of the Pumps, United provides the following:

- ✓ We waive the transportation charges related to securing replacement parts for the Pumps from our Sarasota Service Center.
- ✓ We provide replacement parts for the Pumps at a competitive price.
- ✓ Our Sarasota service staff has over 50 years of collective diesel engine/pump experience and has earned the trust of the City of North Port through the years in application engineering and service troubleshooting. In addition, our staff offers recommendations to maximize the life expectancy of the Pumps within the city's limits.
- ✓ We provide qualified, trained and experienced labor at competitive rate. Field labor charges start upon dispatch of the closest field service technician. An additional mileage charge will be included. If this trip is combined with additional service calls, the mileage will be billed one way. For sole purpose calls, mileage will be billed as a roundtrip service call.
- ✓ We have established a strong business partnership through the past 25 years and have an excellent track record for service and value.

Thank you again for your business.

Respectfully,

A handwritten signature in blue ink, appearing to read "Tara McDuffie", written over the word "Respectfully,".

Tara McDuffie, Branch Manager

6851 26th Ct E
Sarasota, FL 34243
941-755-3177