



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. 26-47

Date Posted: December 2, 2025

Written Response Due Date: December 9, 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: PURCHASE OF ROTORK ACTUATOR**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$11578.00**
- **VENDOR: FLUID CONTROL SPECIALTIES 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)

WATER

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 ***

For the purchase of our Water Treatment plant Rotork Actuator part.

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 (?) *

Rotork Controls, Inc. is the sole manufacturer of Rotork products and associated equipment, of which includes K-Tork pneumatic actuators. Fluid Control Specialties, Inc. located in Sanford, Florida is the sole and exclusive Municipal representative for Rotork actuators within the state of Florida, including all counties east of Rt. 231. Counties excluded are Escambia, Santa Rosa, Okaloosa, Walton, Holmes, Washington, Bay, Jackson, Calhoun, and Gulf.

No other representative can sell products; provide OEM replacement parts, maintenance, repair services, field services and technical support for Rotork Controls, Inc. within the state of Florida excluding the counties identified above.

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

We obtained a sole source letter from manufacturer.

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 *

Supporting backup *

Click the [Preview icon](#) or right click link and select open in new tab or window to avoid downloading.

2025 Rotork Sole Source--Signature.pdf

63.23KB

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	SWWTP Actuator	\$\$	11,578.00	\$1.00	\$11,578.00

Shipping (?) * **Total Charges**
\$0.00 \$11,578.00

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1		420-6061-533.64-00	U26PAV	\$11,578.00

Total Payments
\$11,578.00

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.

City of North Port Dale B Rev 1.pdf

113.74KB

Vendor Details

Vendor Information (?)



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

Vendor Name *

FLUID CONTROL SPECIALTIES INC

Vendor Number *

5151

Vendor Name CST

Contact

Vendor Email

Remittance Address

111 MARITIME DRIVE, SANFORD, FL 32771-6319

Phone

407-302-5611

Vendor Documentation Current (?) *

Yes No

Risk Documentation Current (?) *

Yes No Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$13,960.55

City Inclusive (?) *

Highest Approver (?) *

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



January 3, 2025

Attn: To whom it may concern

Subject: Sole Source Representative 2025

To whom it may concern,

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No other representative can sell products; provide OEM replacement parts, maintenance, repair services, field services and technical support for Rotork Controls, Inc. within the state of Florida excluding the counties identified above.

Your contact for Fluid Control Specialties, Inc. is:

Robert Whritenour
111 Maritime Drive
Sanford, Florida 32771
Office: 407.302.5611
Fax: 407.302.5612
Email: robert.whritenour@fc-spec.com

If you have questions regarding this issue, please contact me at (239) 231-9286.

Sincerely

A handwritten signature in blue ink, appearing to read 'Clayton Martin', is written over a light blue rectangular background.

Clayton Martin

Area Sales Manager - Water & Power - Florida

Mobile: 1 (813) 727-5256

email: clayton.martin@rotork.com | web: www.rotork.com

Rotork Controls, Inc.
675 Mile Crossing Blvd.
Rochester, New York
14624

tel: +1 585 613 3300
fax: +1 585 247 2308
www.rotork.com



111 Maritime Drive Sanford, Florida 32771

Project: PREPARED BY: Rich Geibert
Customer: City of North Port Quote No.:103125-RG-1
Attn: Dale Beckmann DATE: 10/31/25

Every effort has been made to ensure this quotation is as complete and accurate as possible. All items quoted are based on Fluid Control Specialties interpretation of the supplied project specifications or verbal requests and is NOT guaranteed to be complete or accurate. In the event the materials of construction or the scope of Fluid Control Specialties is different from yours and is believed to be in error, please let us know. Modifications and/or amendments can be made as per your request

Fluid Control Specialties is pleased to propose the following.

<u>QTY.</u>	<u>SIZE</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>
1	-	Rotork IQ35 PRO 460/3/60 86RPM	\$11,578.00
		Freight is included	

Please review and call with any questions

Regards,

Rich Geibert
Fluid Control Specialties, Inc. / Ph: (407) 302-5611 / Fax: (407) 302-5612