



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. 26-53

Date Posted: January 19, 2026

Written Response Due Date: January 26, 2026

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:** Centralized call center administering the coordination of utility locate services
- **AMOUNT** (This is an acquisition with an estimated value of): \$11550.00
- **VENDOR:** SUNSHINE STATE ONE CALL OF FL 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**

Ruth Agosto

Pre-Director Approver(s) (?)

	Name
1	Michelle Tipp

Department *

UTILITIES

Division(s)

ENGINEERING

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 ***

Centralized call center administering the coordination of utility locate services as required by the Underground Facility Prevention and Safety Act F.S. Chapter 556

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 (?) *

Sunshine State One Call of Florida was created by legislation to administer the provisions of F.S. Chapter 556, and is a sole provider of this service in Florida.

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

N/A

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 *

Sunshine State One-Call of Florida, Inc. (SSOCOF), dba Sunshine811, was legislatively created in 1993 to administer provisions of the "Underground Facility Damage Prevention and Safety Act", Chapter 556, Florida Statutes. As such, SSOCOF is the sole provider, in Florida, to assist in the prevention of damage to buried utilities and facilities by providing a dependable, cost effective and efficient one-call center. The high quality, damage prevention service we provide is of significant value to our members and the public.

Supporting backup *

Click the Preview icon or right click link and select open in new tab or window to avoid downloading.

2026 Sole Source Letter.pdf

153.68KB

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	Sunshine State One-Call of Florida, Inc. (SSOCOF), dba Sunshine811, was legislatively created in 1993 to administer provisions of the "Underground Facility Damage Prevention and Safety Act", Chapter 556, Florida Statutes. As such, SSOCOF is the sole provider, in Florida, to assist in the prevention of damage to buried utilities and facilities by providing a dependable, cost-effective and efficient one-call center.	\$\$	11,550.00	\$1.00	\$11,550.00

Shipping (?) * **Total Charges**
 \$0.00 \$11,550.00

Accounts (?)

Dept *	Account # (?) *	Project #	Amount *
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1	420-6065-536.31-05	\$11,550.00
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Total Payments

\$11,550.00

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.

Ruth Agosto-Sunshine 811.pdf

127.62KB

Vendor Details

Vendor Information (?)



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

Vendor Name *

SUNSHINE STATE ONE CALL OF FL INC

Vendor Number *

2843

Vendor Name CST

Contact

Vendor Email

ar@sunshine811.com

Remittance Address

DBA SUNSHINE 811, PO BOX 745953, ALTANTA, GA 30384-5953

Phone

386-575-2014

Vendor Documentation Current (?) *

Yes No

Risk Documentation Current (?) *

Yes No Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$11,550.00

City Inclusive (?) *

Highest Approver (?) *

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



11 PLANTATION RD | DEBARY FL 32713 | (386) 575-2000

January 1, 2026

Re: "Sole Source (Provider)"

Dear Member:

In response to your request, please be advised that Sunshine State One-Call of Florida, Inc. (SSOCOF), dba Sunshine811, was legislatively created in 1993 to administer provisions of the "Underground Facility Damage Prevention and Safety Act", Chapter 556, Florida Statutes.

As such, SSOCOF is the sole provider, in Florida, to assist in the prevention of damage to buried utilities and facilities by providing a dependable, cost-effective and efficient one-call center. The high quality, damage prevention service we provide is of significant value to our members and the public.

If you have any questions or require any further information, please do not hesitate to contact me at (386) 575-2006.

Sincerely,

Suzanne S. Cantlay

*Suzanne S. Cantlay, CPA
Controller / Accounting Manager*



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: 12/09/2025
Date Risk Received Request:
Response Time Urgent: 5-7 days

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 No

Estimated Cost of Work \$5,000 - \$10,000

What are you purchasing? Supplies

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

Sunshine One Call 811 is used to call to locate items in the ground, such as, comcast, fiber optics, etc.

REQUIRED COVERAGE (To be completed by RISK)

Worker's Compensation -

All state and federal statutory limits apply.

- Level I: \$100,000 each accident
\$100,000 each employee
\$500,000 policy limit for diseases
- Level II: \$500,000 each accident
\$500,000 each employee
\$500,000 policy limit for diseases
- Level III: \$3,000,000 each accident
\$1,000,000 each employee
\$1,000,000 policy limit for diseases
- 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
\$600,000 general aggregate
\$600,000 products and completed ops
\$100,000 damage to rented premises
- Level II: \$1,000,000 each occurrence
\$1,000,000 general aggregate
\$1,000,000 products and completed ops
\$100,000 damage to rented premises
- Level III: \$3,000,000 each occurrence
\$6,000,000 general aggregate
\$6,000,000 products and completed ops
\$100,000 damage to rented premises
- 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 / E & O

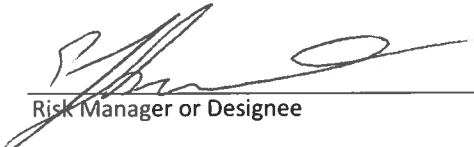
- Level I projects: 1 million per occurrence and
1 million general aggregate
- Level II projects: 1 million per occurrence and
2 million general aggregate
- Level III projects: 2 million per occurrence and
2 million general aggregate

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

12/5/25

Date

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

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