



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. 26-58

Date Posted: February 2, 2026

Written Response Due Date: February 9, 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: AWS Web Services**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$25000**
- **VENDOR: AMAZON COM**

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**

Vicki Edwards

Department *

INFORMATION TECHNOLOGY

Division(s)**Commission Meeting? *** Yes No**Commission Date (?) *****Agenda Item (?) *****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 ***

AWS storage and workspace.

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) calendar days.**

Exemption Explanation (?) *

IT has standardized on this vendor to provide these services.

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

NA

Other vendors that were contacted (?) *

NA

Grant? * Yes No**Technology Related? (?) *** Yes Renewal No**Technology type ***

Subscription

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 *

IT has standardized on AWS cloud services to provide cloud storage for the City of North Port.
Original

Original Purchase (?) *

04/01/2020

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.

AWS Memo December 2025.pdf

139.84KB

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	AWS Services	\$\$	25,000.00	\$1.00	\$25,000.00
			Shipping (?) *	Total Charges	
			\$0.00	\$25,000.00	

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1		001-0710-516.54-00		\$25,000.00

Total Payments
\$25,000.00

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.

AWS Services.pdf

203.5KB

invoice2443494749.pdf

45.74KB

Vendor Details

Vendor Information (?)

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

Vendor Name *

AMAZON.COM

Vendor Number *

5278

Vendor Name CST

Contact

Vendor Email

Remittance Address

PO BOX 81226, SEATTLE, WA 98108-1226

Phone

800-201-7575

Vendor Documentation Current (?) *

Yes No

Risk Documentation Current (?) *

Yes No Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$25,000.00

City Inclusive (?) *

\$350,000.00

Highest Approver (?) *

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

City Manager



MEMORANDUM
IT Division

TO: Alla Skipper, Procurement Manager
FROM: Aaron Bourquin, Infrastructure & Communications Manager
THROUGH: Eric Ryan, IT Manager
SUBJECT: AWS Purchase Justification
DATE: December 4, 2025

The attached quote reflects the existing monthly hosted services the City utilizes with Amazon Web Services. IT has used AWS since 2014 and has been very pleased with their support and pricing. Amazon services are highly available, and the infrastructure is both reliable and scalable. While other vendors offer comparable services for similar costs, we would like to continue using AWS.

The range of products we currently use are:

- Amazon Simple Storage Service – Hosted virtual storage used for server backups, images, and files
- AWS Directory Service – Hosted authentication services for employees to use their City of North Port credentials
- Amazon Virtual Private Cloud – The City's private space in AWS that includes virtual servers and workstations
- Amazon Route 53 – City's DNS web service used to route internet traffic (in use since 2014)

Thank you,

Aaron Bourquin

AWS Services

October	\$	1,518.79
November	\$	1,333.35
December	\$	1,260.71
January		
February		
March		
April		
May		
June		
July		
August		
September		
Total	\$	4,112.85
Average	\$	1,370.95
Yearly	\$	16,451.40



Account number:
056086148910

Bill to Address:
City of North Port
ATTN: Nanette V Edwards
4970 City Hall Blvd
North Port, FL, 34286, US

Amazon Web Services, Inc. Invoice

Email or talk to us about your AWS account or bill, visit aws.amazon.com/contact-us/
Submit feedback on your Invoice Experience [here](#).

Invoice Summary

Invoice Number:	2365590237
Invoice Date:	November 1 , 2025
TOTAL AMOUNT DUE ON November 1 , 2025	USD 1,518.79

This invoice is for the billing period **October 1 - October 31 , 2025**

Greetings from Amazon Web Services, we're writing to provide you with an electronic invoice for your use of AWS services. Additional information about your bill, individual service charge details, and your account history are available on the Account Activity Page.

Summary	
AWS Service Charges	USD 1,518.79
Charges	USD 1,518.79
Credits	USD 0.00
Tax	USD 0.00
Total for this invoice	USD 1,518.79

Detail	
Amazon Simple Storage Service	USD 1,286.36
Charges	USD 1,286.36
Estimated US sales tax to be collected	USD 0.00
AWS Data Transfer	USD 8.16
Charges	USD 8.16
Estimated US sales tax to be collected	USD 0.00
AWS Secrets Manager	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
Amazon Location Service	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00

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Amazon Web Services, Inc. is registered under the Singapore GST Overseas Vendor Registration Pay-Only Regime and GST registration number is M90373009E
AWS, Inc. is a "Registered Foreign Supplier" under Japanese Consumption Tax Law and therefore AWS, Inc. is required to declare and pay consumption tax in respect of this transaction (as a "Digital Service") to the Japan Tax Authority.

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All charges and prices are in US Dollars

All AWS Services are sold by Amazon Web Services, Inc.

Amazon Web Services, Inc's US Federal Tax Identification Number is: 20-4938068.

Service Provider:
(Not to be used for payment remittance)
Amazon Web Services, Inc.
410 Terry Ave North
Seattle, WA 98109-5210, US

AWS Glue	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
Amazon Registrar	USD 147.00
Charges	USD 147.00
Estimated US sales tax to be collected	USD 0.00
Amazon Simple Notification Service	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
Amazon Route 53	USD 22.33
Charges	USD 22.33
Estimated US sales tax to be collected	USD 0.00
AWS Support (Developer)	USD 39.96
Charges	USD 39.96
Estimated US sales tax to be collected	USD 0.00
AWS Cost Explorer	USD 2.47
Charges	USD 2.47
Estimated US sales tax to be collected	USD 0.00
AmazonCloudWatch	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
AWS CloudTrail	USD 0.01
Charges	USD 0.01
Estimated US sales tax to be collected	USD 0.00
AWS End User Messaging	USD 4.28
Charges	USD 4.28
Estimated US sales tax to be collected	USD 0.00
Amazon CloudFront	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
AWS Key Management Service	USD 4.50
Charges	USD 4.50
Estimated US sales tax to be collected	USD 0.00
Amazon Virtual Private Cloud	USD 3.72

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(Not to be used for payment remittance)
Amazon Web Services, Inc.
410 Terry Ave North
Seattle, WA 98109-5210, US

Charges	USD 3.72
Estimated US sales tax to be collected	USD 0.00
Amazon Simple Queue Service	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00

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 Amazon Web Services, Inc.
 410 Terry Ave North
 Seattle, WA 98109-5210, US



Account number:
056086148910

Amazon Web Services, Inc. Invoice

Email or talk to us about your AWS account or bill, visit aws.amazon.com/contact-us/
Submit feedback on your Invoice Experience [here](#).

Bill to Address:
City of North Port
ATTN: Jaime Sailes
4970 City Hall Blvd
North Port, FL, 34286, US

Invoice Summary

Invoice Number:	2406334177
Invoice Date:	December 1 , 2025
TOTAL AMOUNT DUE ON December 1 , 2025	USD 1,333.35

This invoice is for the billing period November 1 - November 30 , 2025

Greetings from Amazon Web Services, we're writing to provide you with an electronic invoice for your use of AWS services. Additional information about your bill, individual service charge details, and your account history are available on the Account Activity Page.

Summary	
AWS Service Charges	USD 1,333.35
Charges	USD 1,333.35
Credits	USD 0.00
Tax	USD 0.00
Total for this invoice	USD 1,333.35

Detail	
AWS CloudTrail	USD 0.01
Charges	USD 0.01
Estimated US sales tax to be collected	USD 0.00
Amazon CloudFront	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
Amazon Simple Notification Service	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
Amazon Route 53	USD 22.10
Charges	USD 22.10
Estimated US sales tax to be collected	USD 0.00

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Amazon Web Services, Inc's US Federal Tax Identification Number is: 20-4938068.

Service Provider:
(Not to be used for payment remittance)
Amazon Web Services, Inc.
410 Terry Ave North
Seattle, WA 98109-5210, US

AWS Support (Developer)	USD 38.84
Charges	USD 38.84
Estimated US sales tax to be collected	USD 0.00
AWS Data Transfer	USD 7.20
Charges	USD 7.20
Estimated US sales tax to be collected	USD 0.00
AWS Cost Explorer	USD 2.40
Charges	USD 2.40
Estimated US sales tax to be collected	USD 0.00
Amazon Simple Storage Service	USD 1,250.56
Charges	USD 1,250.56
Estimated US sales tax to be collected	USD 0.00
AWS Secrets Manager	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
Amazon Simple Queue Service	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
Amazon Virtual Private Cloud	USD 3.60
Charges	USD 3.60
Estimated US sales tax to be collected	USD 0.00
AmazonCloudWatch	USD 0.20
Charges	USD 0.20
Estimated US sales tax to be collected	USD 0.00
AWS Key Management Service	USD 4.59
Charges	USD 4.59
Estimated US sales tax to be collected	USD 0.00
Amazon Location Service	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
AWS End User Messaging	USD 3.85
Charges	USD 3.85
Estimated US sales tax to be collected	USD 0.00
AWS Glue	USD 0.00

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Service Provider:
(Not to be used for payment remittance)
Amazon Web Services, Inc.
410 Terry Ave North
Seattle, WA 98109-5210, US

Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00

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Service Provider:
 (Not to be used for payment remittance)
 Amazon Web Services, Inc.
 410 Terry Ave North
 Seattle, WA 98109-5210, US



Account number:
056086148910

Bill to Address:
City of North Port
ATTN: Jaime Sailes
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North Port, FL, 34286, US

Amazon Web Services, Inc. Invoice

Email or talk to us about your AWS account or bill, visit aws.amazon.com/contact-us/
Submit feedback on your Invoice Experience [here](#).

Invoice Summary

Invoice Number:	2443494749
Invoice Date:	January 1 , 2026
TOTAL AMOUNT DUE ON January 1 , 2026	USD 1,260.71

This invoice is for the billing period December 1 - December 31 , 2025

Greetings from Amazon Web Services, we're writing to provide you with an electronic invoice for your use of AWS services. Additional information about your bill, individual service charge details, and your account history are available on the Account Activity Page.

Summary	
AWS Service Charges	USD 1,260.71
Charges	USD 1,260.71
Credits	USD 0.00
Tax	USD 0.00
Total for this invoice	USD 1,260.71

Detail	
AWS Glue	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
Amazon Virtual Private Cloud	USD 3.72
Charges	USD 3.72
Estimated US sales tax to be collected	USD 0.00
Amazon CloudFront	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
Amazon Simple Notification Service	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00

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Amazon Web Services, Inc.
410 Terry Ave North
Seattle, WA 98109-5210, US

AWS Cost Explorer	USD 2.46
Charges	USD 2.46
Estimated US sales tax to be collected	USD 0.00
AWS End User Messaging	USD 3.43
Charges	USD 3.43
Estimated US sales tax to be collected	USD 0.00
AWS Data Transfer	USD 9.47
Charges	USD 9.47
Estimated US sales tax to be collected	USD 0.00
AWS Support (Developer)	USD 36.72
Charges	USD 36.72
Estimated US sales tax to be collected	USD 0.00
Amazon Simple Storage Service	USD 1,177.29
Charges	USD 1,177.29
Estimated US sales tax to be collected	USD 0.00
AWS CloudTrail	USD 0.01
Charges	USD 0.01
Estimated US sales tax to be collected	USD 0.00
Amazon Location Service	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
AWS Key Management Service	USD 4.67
Charges	USD 4.67
Estimated US sales tax to be collected	USD 0.00
AmazonCloudWatch	USD 0.20
Charges	USD 0.20
Estimated US sales tax to be collected	USD 0.00
Amazon Route 53	USD 22.74
Charges	USD 22.74
Estimated US sales tax to be collected	USD 0.00

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Amazon Web Services, Inc.
410 Terry Ave North
Seattle, WA 98109-5210, US



Account number:
056086148910

Bill to Address:
City of North Port
ATTN: Jaime Sailes
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Charges	USD 1,260.71
Credits	USD 0.00
Tax	USD 0.00
Total for this invoice	USD 1,260.71

Detail	
AWS Glue	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
Amazon Virtual Private Cloud	USD 3.72
Charges	USD 3.72
Estimated US sales tax to be collected	USD 0.00
Amazon CloudFront	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
Amazon Simple Notification Service	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00

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Amazon Web Services, Inc. is registered under the Singapore GST Overseas Vendor Registration Pay-Only Regime and GST registration number is M90373009E
AWS, Inc. is a "Registered Foreign Supplier" under Japanese Consumption Tax Law and therefore AWS, Inc. is required to declare and pay consumption tax in respect of this transaction (as a "Digital Service") to the Japan Tax Authority.

** This is not a VAT, ST or GST invoice. Related tax invoices can be accessed by going to the Bills page on your Billing Management Console.

**** Please reference the tax invoice for a breakout of the Canadian taxes by type

† Usage and recurring charges for this statement period will be charged on your next billing date. The amount of your actual charges for this statement period may differ from the charges shown on this page. The charges shown on this page do not include any additional usage charges accrued during this statement period after the date you are viewing this page. Also, one-time fees and subscription charges are assessed separately, on the date that they occur.

All charges and prices are in US Dollars

All AWS Services are sold by Amazon Web Services, Inc.

Amazon Web Services, Inc's US Federal Tax Identification Number is: 20-4938068.

Service Provider:
(Not to be used for payment remittance)
Amazon Web Services, Inc.
410 Terry Ave North
Seattle, WA 98109-5210, US

AWS Cost Explorer	USD 2.46
Charges	USD 2.46
Estimated US sales tax to be collected	USD 0.00
AWS End User Messaging	USD 3.43
Charges	USD 3.43
Estimated US sales tax to be collected	USD 0.00
AWS Data Transfer	USD 9.47
Charges	USD 9.47
Estimated US sales tax to be collected	USD 0.00
AWS Support (Developer)	USD 36.72
Charges	USD 36.72
Estimated US sales tax to be collected	USD 0.00
Amazon Simple Storage Service	USD 1,177.29
Charges	USD 1,177.29
Estimated US sales tax to be collected	USD 0.00
AWS CloudTrail	USD 0.01
Charges	USD 0.01
Estimated US sales tax to be collected	USD 0.00
Amazon Location Service	USD 0.00
Charges	USD 0.00
Estimated US sales tax to be collected	USD 0.00
AWS Key Management Service	USD 4.67
Charges	USD 4.67
Estimated US sales tax to be collected	USD 0.00
AmazonCloudWatch	USD 0.20
Charges	USD 0.20
Estimated US sales tax to be collected	USD 0.00
Amazon Route 53	USD 22.74
Charges	USD 22.74
Estimated US sales tax to be collected	USD 0.00

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