



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. 26-67

Date Posted: March 23, 2026

Written Response Due Date: March 30, 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: MAINTENANCE AND PARTS FOR CRANE EQUIPMENT**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$20,000**
- **VENDOR: QT EQUIPMENT 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**

Karen Nix

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 ***

Maintenance and parts to use on the IMT crane equipment

*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 (?) *

QT Equipment is the IMT-authorized distributor and service provider for crane equipment, parts, inspections, and warranty repairs in the State of Florida (excluding the panhandle). IMT requires that certain installation work, inspections, certifications, and advanced repairs be performed only by authorized distributors to maintain compliance with OEM standards, warranty requirements, and OSHA safety regulations.

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 *

We can only use IMT parts with the IMT Crane truck

Original Purchase (?) *

01/01/2020

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.

QT Equip sole source letter.pdf

210.75KB

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	Maintenance and parts to use on the IMT crane equipment	\$\$	20,000.00	\$1.00	\$20,000.00

Shipping (?) *

\$0.00

Total Charges

\$20,000.00

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1		420-6063-536.46-11		\$20,000.00

Total Payments

\$20,000.00

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.

Risk Approval - QT Services.pdf

311.54KB

Vendor Details

Vendor Information (?)



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

Vendor Name *

QT EQUIPMENT INC

Vendor Number *

6946

Vendor Name CST

Contact

Vendor Email

cross@qtequipment.com

Remittance Address

151 W DARTMORE AVE, AKRON, OH 44301-2462

Phone

813-394-9932

Vendor Documentation Current (?) *

Yes No

Risk Documentation Current (?) *

Yes No Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$20,000.00

City Inclusive (?) *

Highest Approver (?) *

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



3525 Reynolds RD.
Suite 3
Lakeland FL 33803
www.qtequipment.com 800-758-
2410

3/18/2026

RE: sole source letter to City of North Port State of Florida

Definition

Single-source purchases are the acquisition of commodities or services from a specific source based upon standardization, warranty, compatibility, safety considerations, training limitations, and other similar factors where alternative competitive sources are not reasonably available or would place the City at risk.

Background

The City of North Port has standardized its fleet-mounted crane equipment on IMT-brand cranes due to reliability, safety performance, and compatibility with existing fleet assets. These cranes are critical to City operations, particularly within Utilities and Public Works, where they are used to lift and place heavy components such as pumps, motors, and infrastructure components located at significant depths below grade.

QT Equipment is the IMT-authorized distributor and service provider for crane equipment, parts, inspections, and warranty repairs in the State of Florida (excluding the panhandle). IMT requires that certain installation work, inspections, certifications, and advanced repairs be performed only by authorized distributors to maintain compliance with OEM standards, warranty requirements, and OSHA safety regulations.

City Fleet technicians are trained and equipped to perform routine maintenance and minor repairs; however, they do not possess the specialized training, proprietary diagnostic tools, factory certifications, or lifting and testing equipment required to perform more in-depth crane repairs, structural repairs, load testing, or OSHA-mandated annual certifications. Attempting to perform these services in-house would exceed staff capabilities and create unacceptable safety and liability risks for the City.

Operational and Safety Considerations

Fleet-mounted cranes are classified as safety-sensitive equipment. Improper repair, inspection, or certification could result in equipment failure, serious injury, property damage,



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Lakeland Fl. 33803
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2410

or regulatory non-compliance. OSHA requires annual crane inspections and certification by qualified personnel. QT Equipment is authorized to:

- Perform OEM-compliant inspections and certifications
- Supply and install genuine IMT replacement parts
- Conduct advanced mechanical, hydraulic, and structural repairs
- Maintain warranty validity and manufacturer compliance

Utilizing any non-authorized service provider would jeopardize equipment warranties, violate OEM and OSHA requirements and expose the City to increased liability.

Justification

This single-source request is justified based on standardization, safety, warranty protection, and workforce limitations. The City has intentionally standardized on IMT equipment to reduce training costs, streamline parts inventory, and ensure consistent maintenance practices. QT Equipment's authorization by IMT establishes a shared responsibility framework between the manufacturer, authorized distributor, and the City.

While other firms may claim the ability to service crane equipment, City Fleet personnel cannot independently verify or assume liability for non-OEM repairs or certifications, nor can they perform the advanced repairs required on this equipment. QT Equipment is uniquely positioned to provide inspection, repair, parts, and certification services while maintaining OEM compliance and minimizing risk to the City.

Market Research

The OEM, IMT, has provided written confirmation that QT Equipment is its authorized distributor and service provider for crane equipment and parts in Florida. Additional market research, including internet review and vendor verification, confirmed this authorization and the absence of equivalent alternative providers that meet OEM and OSHA requirements.

Pricing

Pricing for services is evaluated based on safety, compliance, and risk mitigation rather than cost alone. Based on Fleet staff review and historical pricing, QT Equipment's rates are



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competitive within the specialized heavy-equipment service market and represent best value when considering liability reduction, warranty protection, and regulatory compliance.

Recommendation

Approval of this single-source acquisition is requested to allow the City of North Port to continue utilizing QT Equipment for IMT crane equipment parts, inspections, certifications, and advanced repairs necessary to maintain safe, compliant, and uninterrupted operations.

Signature

X

A handwritten signature in black ink, appearing to read 'Sheridan S. Snodgrass', is written over a horizontal line.

Sheridan S Snodgrass

3/18/2026

Florida Service Manger QT Equipment

From: [Risk Services](#)
To: [Karen Nix](#)
Subject: RE: QT Services
Date: Friday, February 13, 2026 7:52:39 AM
Attachments: [Karen Nix-QT Services.pdf](#)
[image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

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 insurance based on the date RISK receives the request for approval.

From: Karen Nix <knix@northportfl.gov>
Sent: Thursday, February 12, 2026 9:32 AM
To: Risk Services <riskservices@northportfl.gov>
Subject: QT Services

Good morning,

Please see the 900.1 form for QT Equipment.



KAREN NIX

Business Services Administrator | Utilities

1100 N. Chamberlain Blvd. North Port FL 34286

O: 941.240.8026 C: 941.415.0775



E-mail messages sent or received by City of North Port officials and employees in connection with official City business are public records subject to disclosure under the Florida Public Records Act.