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. 27-05
Date Posted: November 25, 2026
Written Response Due Date: December 02, 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: SQ261206 - P18105 West Villages WRF BioAir Solutions to conduct an inspection of BioAir Solutions EcoFilter® EF72 odor control system provided under BioAir Project P18105. BioAir Solutions to conduct an inspection of BioAir Solutions Rainfall® DG810.5 + EcoFilter® EF84 odor control systems provided under BioAir Project P20121. Nutrients, biological odor treatment systems (Equipment) for optimum blend of macro- and micronutrients to enhance the H2S removal performance of the bio-trickling filter system.**
- **AMOUNT (**This is an acquisition with an estimated value of): **$29020.00**
- **VENDOR: BIOAIR SOLUTIONS, LLC.**

BRIEF DETAILED DESCRIPTION: BioAir equipment is engineered and fabricated by BioAir for use in the systems and are not interchangeable. This is the only product we can use with the equipment and the only company that can perform analysis on their equipment for optimal performance.

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/fileshare . 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 (?) *
(•) No ( ) Yes

FY *
2027

Type code *

Preparer
Cassandra Price

Pre-Director Approver(s) (?)

	Name
1	Michelle Tipp

Department *
UTILITIES

Division(s)
WATER

Commission Meeting? *
( ) Yes (•) No
( ) Previously Approved

Commission Override (?)
( ) Yes (•) No

Purchase

Payment Method *
( ) Visa Purchase (•) Purchase Order
( ) Payment Authorization

Purchase Type *
(•) Single Purchase (current FY)
( ) Blanket Purchase (current FY)

Purchase SubType *
(•) None ( ) Change Order
( ) Amendment

Description field should include the public-facing Title and Description.
This description will be public facing. If you need assistance with proper phrasing, please contact the Communications Manager/PIO or Public Information Manager.

Description *
SQ261206 - P18105 West Villages WRF BioAir Solutions to conduct an inspection of BioAir Solutions EcoFilter® EF72 odor control system provided under BioAir Project P18105.
BioAir Solutions to conduct an inspection of BioAir Solutions Rainfall® DG810.5 + EcoFilter® EF84 odor control systems provided under BioAir Project P20121.
Nutrients, biological odor treatment systems (Equipment) for optimum blend of macro- and micronutrients to enhance the H2S removal performance of the bio-trickling filter system.

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 (?) *
BioAir equipment is engineered and fabricated by BioAir for use in the systems and are not interchangeable. This is the only product we can use with the equipment and the only company that can perform analysis on their equipment for optimal performance.

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

Additional Approvals

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 thorough 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 *

Agreement in Place? *

○ Yes ◉ No

Supporting backup *

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

LT26077 Northport Sole Source Letter_signed.pdf 110.53KB

DemandStar

For Purchasing Division

Demand Star * **Date Posted**

○ Yes ○ No

Sole/Single Source Number **Effective Date** **Expiration Date**

Purchase Details

Line Items

Item #	Description *	Unit of Measure	Quantity *	Unit Price *	Subtotal
1	BioAir Solutions EcoFilter® EF72 odor control system (inspection) - West Villages WRF	LS	1.00	$5,510.00	$5,510.00
2	inspection of BioAir Solutions Rainfall® DG810.5 + EcoFilter® EF84 odor control systems	LS	1.00	$5,510.00	$5,510.00

3	EcoGrow Nutrients - 10/1/26 - 9/30/27	$$	18,000.00	$1.00	$18,000.00

Shipping (?) *
$0.00

Total Charges
$29,020.00

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1		420-6061-533.46-11		$5,510.00
2		420-6061-533.46-11		$5,510.00
3		420-6061-533.52-05		$18,000.00

Total Payments
$29,020.00

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.

SQ261206.pdf 506.54KB

Vendor Details

Vendor Information (?)

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

Vendor Name *
BIOAIR SOLUTIONS LLC

Vendor Number *
7915

Vendor Name CST

Contact

Vendor Email
kshutt@bioairsolutions.com

Remittance Address
110 KRESSON-GIBBSBORO RD, SUITE 303, VOORHEES, NJ 08043

Phone
856-258-6969

Vendor Documentation Current (?) *
(●) Yes ( ) No

Risk Documentation Current (?) *
(●) Yes ( ) No ( ) Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *
$29,020.00

City Inclusive (?) *

Highest Approver (?) *

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

BioAir Solutions, LLC | 110 Kresson-Gibbsboro Road | Suite 303 | Voorhees, NJ 08043
P 856.258.6969 | F 856.258.6975 | www.bioairsolutions.com

October 13, 2026

City of North Port
8898 S. Tamaimi Tr.
North Port, FL 34293

Doc. No.: LT26077
Reference: Sole Source Letter

To whom this may concern:

BioAir Solutions, LLC ("BioAir") has delivered multiple biological odor treatment systems ("Equipment") to City of North Port as of today. We hope you remain happy with the performance of your BioAir systems.

Certain components of the Equipment are engineered and fabricated by BioAir for use only in our systems. Many of said components are not interchangeable with similar parts found elsewhere in the marketplace, and BioAir is uniquely qualified to provide replacement parts for many system components. It is important that no BioAir-specific components are replaced with components not fabricated by BioAir.

For best system performance, BioAir requires the use of EcoGrow™ nutrients in the operation of the EcoFilter biotrickling filter system. The EcoGrow nutrients have been formulated and tested to incorporate the optimum blend of macro- and micronutrients to enhance the H_2S removal performance of the biotrickling filter system and encourage healthy and stable biomass. It is possible that other nutrients or commercially available "fertilizers" could result in different bacterial growth, media clogging, and/or inconsistent performance.

BioAir's Performance Guarantee and Equipment Warranties are based on the use of EcoGrow Nutrients in accordance with the Operation and Maintenance Manual. Use of other nutrients will void the Performance Guarantees and Equipment Warranties.

Sincerely,

Kim Shutt
Contract Administrator
BioAir Solutions, LLC

BioAir Solutions, LLC | 110 Kresson-Gibbsboro Road | Suite 303 | Voorhees, NJ 08043
P 856.258.6969 | F 856.258.6975 | www.bioairsolutions.com

November 11, 2026

Michael Drennan Jr.
Villages Southwest WTP
11820 Manasota Beach Rd
Venice, FL 34293
941-445-7049
mdrennan@northportfl.gov

Reference: **SQ261206 – P18105 West Villages WRF**

Michael,

Below, please find scope of work and pricing for BioAir Solutions ("BioAir") to conduct an inspection of BioAir Solutions EcoFilter® EF72 odor control system provided under BioAir Project P18105. It is expected that the inspection will take up to one full day onsite. The pricing in this proposal includes travel time and expenses and time onsite.

BioAir intends to complete the inspection of this system as detailed below during the same week as we complete the inspection of P20121 West Villages RO Plant. Travel expenses will be split between this quote SQ261206, and SQ261207 for P20121 West Villages WWTP.

BioAir will do the following onsite:

i. Inspections

a. Ductwork
b. Reactor body and roof structures
c. Irrigation Assembly
d. Control panel
e. Irrigation Control Components
   i. Clean strainer as necessary
   ii. Refill nutrients as necessary (nutrients to be provided by Owner/Operators)
   iii. Balance water flow rate as necessary
   iv. Confirm proper water usage rate
f. Nutrient System
   v. Confirm proper nutrient usage rate
g. Blower
   i. Confirm proper operation

ii. Airflow

a. Measure and set airflow as needed.
b. Measure pressure drop across the odor control vessel.
c. Measure temperature of inlet, outlet, and ambient air.

iii. Process

a. Measure and record inlet H_2S concentrations for the duration of time onsite.
b. Measure and record outlet H_2S concentrations for the duration of the time onsite.
c. Measure drain water pH.
d. Make adjustments to operating setpoints as needed.

iv. Inspection Report

a. BioAir will provide an inspection report reviewing the installation, operation, and performance of the system with recommendations for maintenance, component replacement and/or system optimization.

BioAir Solutions excludes the following from our scope of supply:

- Spare parts, if needed
- Nutrients, if needed
- Replacement parts, if needed
- Water sample analysis, if needed
- Shipping of any replacement or spare parts that are shipped to the site for scheduled or unscheduled maintenance visits
- Operation of Odor Control System

Pricing for work outlined in this Quote: $5,510.00

Terms and Conditions:

Prices are valid for 90 days from the date of this proposal. BioAir Solutions, LLC General Terms and Conditions of Sale, a copy of which is annexed hereto, is incorporated into this Scope of Supply by reference and made part thereof.

The Total Price does NOT include any Sales, Use, Goods and Services Tax, or any other taxes, duties or permit fees ("Taxes") associated with the purchase of this Equipment. Purchaser shall be responsible for payment of all Taxes. Retainage is not allowed. No back-charges will be paid unless previously agreed to in writing. Payment terms are subject to receipt and approval of purchaser's credit application. Invoices not paid per the terms above will incur late fees of 1.5% per month. BioAir can accept payment by Invoice.

Thank you,

Nick Savoca
Jr. Service Engineer
BioAir Solutions, LLC

BioAir Solutions, LLC | 110 Kresson-Gibbsboro Road | Suite 303 | Voorhees, NJ 08043
P 856.258.6969 | F 856.258.6975 | www.bioairsolutions.com

November 11, 2026

Michael Drennan Jr.
Villages Southwest WTP
11820 Manasota Beach Rd
Venice, FL 34293
941-445-7049
mdrennan@northportfl.gov

Reference: **SQ261207 – P20121 West Villages RO Plant**

Michael,

Below, please find scope of work and pricing for BioAir Solutions ("BioAir") to conduct an inspection of BioAir Solutions Rainfall® DG810.5 + EcoFilter® EF84 odor control systems provided under BioAir Project P20121. It is expected that the inspection will take up to one full day onsite. The pricing in this proposal includes travel time and expenses and time onsite.

BioAir intends to complete the inspection of this system as detailed below during the same week as we complete the inspection of P18105 West Villages WRF. Travel expenses will be split between this quote SQ261207, and SQ261206 for P18105 West Villages WRF.

BioAir will do the following onsite:

i. Inspections

a. Ductwork
b. Reactor body and roof structures
c. Irrigation Assembly
d. Control panel
e. Irrigation Control Components
   i. Clean strainer as necessary
   ii. Refill nutrients as necessary (nutrients to be provided by Owner/Operators)
   iii. Balance water flow rate as necessary
   iv. Confirm proper water usage rate
f. Nutrient System
   v. Confirm proper nutrient usage rate
g. Blower
   i. Confirm proper operation

ii. Airflow

a. Measure and set airflow as needed.
b. Measure pressure drop across the degassifier and odor control vessel.
c. Measure temperature of inlet, outlet, and ambient air.

iii. Process

a. Measure and record odor control unit inlet H_2S concentrations for the duration of time onsite.
b. Measure and record odor control unit outlet H_2S concentrations for the duration of the time onsite.
c. Measure odor control unit drain water pH.
d. Make adjustments to operating setpoints as needed.

iv. Inspection Report

a. BioAir will provide an inspection report reviewing the installation, operation, and performance of the system with recommendations for maintenance, component replacement and/or system optimization.

BioAir Solutions excludes the following from our scope of supply:

- Spare parts, if needed
- Nutrients, if needed
- Replacement parts, if needed
- Water sample analysis, if needed
- Shipping of any replacement or spare parts that are shipped to the site for scheduled or unscheduled maintenance visits
- Operation of Odor Control System

Pricing for work outlined in this Quote: $5,510.00

Terms and Conditions:

Prices are valid for 90 days from the date of this proposal. BioAir Solutions, LLC General Terms and Conditions of Sale, a copy of which is annexed hereto, is incorporated into this Scope of Supply by reference and made part thereof.

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Thank you,

Nick Savoca
Jr. Service Engineer
BioAir Solutions, LLC

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November 11, 2026

Michael Drennan Jr.
Villages Southwest WTP
11820 Manasota Beach Rd
Venice, FL 34293
941-445-7049
mdrennan@northportfl.gov

Reference: SQ261208
BioAir Project: P20121

Michael,

Below, please find pricing for 22x 50lb Bucket of EcoGrow Nutrients

Line Item	Description	Quantity	Price
1	50lb Bucket of EcoGrow Nutrients	22	$8,250.00
	Subtotal		$8,250.00

	Discount	10.00%	-$825.00
	Estimated Shipping	-	$1,940.00

Total Cost: $9,365.00

LEAD TIME: 3 Weeks

- Shipping costs are estimated and will be billed based on actual cost.
- Pricing excludes any sales tax. Please provide a tax exempt certificate if applicable.
- Prices are valid 90 days from the date of this proposal.
- BioAir Solutions, LLC's General Terms and Conditions of Sale, a copy of which is annexed hereto, is incorporated in this Quotation by reference and made part thereof.
- BioAir can accept payment by Credit Card or Invoice. A 3% transaction fee will apply to all Credit Card orders.

Thank you,

Nick Savoca
Jr. Service Engineer
BioAir Solutions, LLC

Attachments: BioAir Solutions, LLC's General Terms and Conditions of Sale