

Action History (UTC-05:00)

Submit

by Brittany Kammerer 2/16/2024 12:19:16 PM (Start Form)

Submit for Director app...

by Michelle Tipp 2/27/2024 9:19:47 AM (Pre-Director approval)

- The task was assigned to Michelle Tipp 2/16/2024 12:19:21 PM

Approve

by Nancy Gallinaro 2/28/2024 9:18:29 AM (Director Approval)

- The task was assigned to Michael Vuolo, Nancy Gallinaro, Susan Brasefield 2/27/2024 9:19:49 AM
- Nancy Gallinaro assigned the task to Nancy Gallinaro 2/28/2024 9:18:20 AM

Approve

by Nicole Brown 2/28/2024 9:24:34 AM (Budget Approval)

- The task was assigned to Heidi Hallas, Nicole Brown, Lisa Herrmann 2/28/2024 9:18:31 AM
- Nicole Brown assigned the task to Nicole Brown 2/28/2024 9:24:00 AM

Reviewed

by Bernice Moen 2/28/2024 10:22:53 AM (Purchasing Specialist - 4S)

- The task was assigned to Bernice Moen, Geoff Thomas 2/28/2024 9:24:35 AM
- Bernice Moen assigned the task to Bernice Moen 2/28/2024 9:54:39 AM

Reviewed

by Bernice Moen 2/28/2024 11:23:55 AM (Purchasing Specialist - 4S)

- The step was restarted by Jonathan Hall 2/28/2024 11:18:54 AM
 - Inadvertently skipped the 7-day hold.
- The task was assigned to Bernice Moen, Geoff Thomas 2/28/2024 11:18:55 AM
- Bernice Moen assigned the task to Bernice Moen 2/28/2024 11:19:54 AM

Purchasing Denied

by Alla Skipper 3/6/2024 3:30:07 PM (Purchasing Approval)

- Were the Terms and conditions reviewed by legal? The terms and conditions have a link on the quote page.

The payment terms are not in accordance with FL prompt payment or City policy.

- The task was assigned to Alla Skipper, Ginny Duyn, Keith Raney 2/28/2024 11:23:57 AM
- Alla Skipper assigned the task to Alla Skipper 3/6/2024 3:18:31 PM

Resubmit

by Brittany Kammerer 3/8/2024 9:44:51 AM (Requester resubmit)

- The task was assigned to Brittany Kammerer, Karen Nix. The due date is: March 1, 2024 12:19 PM 3/6/2024 3:30:12 PM
- Brittany Kammerer assigned the task to Brittany Kammerer 3/8/2024 9:44:28 AM

Submit for Director app...

by Michelle Tipp 3/13/2024 8:59:49 AM (Pre-Director approval)

- The task was assigned to Michelle Tipp 3/8/2024 9:44:53 AM

Approve

by Nancy Gallinaro 3/13/2024 9:41:01 AM (Director Approval)

- The task was assigned to Michael Vuolo, Nancy Gallinaro, Susan Brasefield 3/13/2024 8:59:50 AM
- Nancy Gallinaro assigned the task to Nancy Gallinaro 3/13/2024 9:40:50 AM

Approve

by Nicole Brown 3/13/2024 9:44:38 AM (Budget Approval)

- The task was assigned to Heidi Hallas, Nicole Brown, Lisa Herrmann 3/13/2024 9:41:02 AM
- Nicole Brown assigned the task to Nicole Brown 3/13/2024 9:43:34 AM

Reviewed

by Bernice Moen 3/13/2024 10:17:21 AM (Purchasing Specialist - 4S)

• EVER-TERM
SOLE SOURCE

PURCHASING DEPARTMENT
VENDOR TRACKING
Prior PO Total: \$0
New PO Total: \$538,622.00
YTD Dept Exp (Incl): \$538,622.00
YTD CW Exp (Incl): \$538,622.00

- The task was assigned to Bernice Moen, Geoff Thomas 3/13/2024 9:44:39 AM
- Bernice Moen assigned the task to Bernice Moen 3/13/2024 10:06:19 AM

Approve

by Bernice Moen 3/13/2024 11:11:09 AM (Verify DemandStar)

- The task was assigned to Bernice Moen, Geoff Thomas 3/13/2024 10:17:27 AM
- Bernice Moen assigned the task to Bernice Moen 3/13/2024 11:10:27 AM

Approve

by Alla Skipper 3/13/2024 4:38:35 PM (Purchasing Approval)

- The task was assigned to Alla Skipper, Ginny Duyn, Keith Raney 3/13/2024 11:11:11 AM
- Alla Skipper assigned the task to Alla Skipper 3/13/2024 4:38:22 PM

Approve

by Kimberly Williams 3/14/2024 9:25:58 AM (Finance Director)

- The task was assigned to Kimberly Williams, Irina Kukharenko 3/13/2024 4:38:36 PM
- Kimberly Williams assigned the task to Kimberly Williams 3/14/2024 9:25:15 AM

Reviewed

by Anna Duffey 3/14/2024 2:21:44 PM (CM Executive Assistant)

- The task was assigned to Lori Hollingshead, Anna Duffey 3/14/2024 9:25:59 AM
- Anna Duffey assigned the task to Anna Duffey 3/14/2024 2:20:24 PM

Approve

by Julie Bellia 3/14/2024 3:18:03 PM (Assistant City Manager)

- The task was assigned to Jason Yarborough, Julie Bellia 3/14/2024 2:21:46 PM
- Julie Bellia assigned the task to Julie Bellia 3/14/2024 3:17:57 PM



Procurement Request

City of North Port

Request

Request Type *

Sole/Single Source/Standardization

Capital? (?) No Yes**PRR-EX (?)** Yes**FY ***

2024

Type code *

S

Preparer

Brittany Kammerer

Pre-Director Approver (?)

Michelle Tipp

Department *

UTILITIES

Division(s)

WASTEWATER

Commission Date (?) *

04/09/2024

Agenda Item (?) *

24-0336

Purchase**Payment Method *** Visa Purchase Purchase Order**Purchase Type *** Single Purchase (current FY)
 Blanket Purchase (current FY)**Purchase SubType *** None Change Order
 Amendment**Description ***

Purchase and installation of two replacement bar screens and a helicon auger at the headworks of the Pan American Wastewater Treatment Plant.

*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 (?) *

Parkson manufactures all four bar screens currently installed at the headworks of the plant. Replacing two of them with like-kind ensures compatibility with existing equipment and avoids additional costs for engineering, programming, and fabrication that would be incurred by using an alternative brand. Additionally, Parkson is the exclusive provider of the Helixpress® shaftless spiral compactor.

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

Parkson provided a sole-source letter confirming that Parkson Corporation is the exclusive provider of the Aqua Guard® Ultra Clean fine screening equipment and the Helixpress® shaftless spiral compactor required to complete the project.

Other vendors that were contacted (?) *

N/A

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)

Explanation *

Supporting backup *

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

SS Letter.pdf

146KB

SS24-16 Notice of Intent - ADA.pdf

188.67KB

DemandStar

For Purchasing Division

Date Posted

02/28/2024

Sole/Single Source Number

SS24-16

Verified By

Bernice Moen

Effective Date

03/06/2024

Expiration Date

03/05/2025

PostedPlusSeven

Hidden

03/06/2024

Purchase Details

Line Items

Item #	Description *	Unit of Measure	Quantity *	Unit Price *	Subtotal
1	Purchase and installation of 2 bar screens at the WWTP	\$\$	467,287.00	\$1.00	\$467,287.00
2	Helicon Auger Replacement with parts	\$\$	71,335.00	\$1.00	\$71,335.00

Shipping (?) *
\$0.00

Total Charges
\$538,622.00

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1	UT	420-6062-535.63-00	U21WWI	\$538,622.00

Total Payments
\$538,622.00

Comments To Budget (?)

Vendor Details

Vendor Information (?)

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

Vendor Name *

PARKSON CORPORATION

Vendor Number *

4576

Vendor Name CST

Contact

Vendor Email

asinger@parkson.com

Remittance Address

PO BOX 737090, DALLAS, TX 75373-7090

Phone

954-974-6610

Vendor Documentation Current (?) *

Yes No

Risk Documentation Current (?) *

Yes No Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$538,622.00

City Inclusive (?) *

\$538,622.00

Quotation

NUMBER: B020rev3

DATE: January 16, 2024

TO: City of North Port
Attn : Jim Colvin

REF.: North Port, FL WWTP
Screen Replacement

Parkson Corporation is pleased to provide a quotation for the following equipment.

ITEM 1 EQUIPMENT (SCREEN)

Two (2) Aqua Guard® Ultra Clean™ self-cleaning bar/filter screens model AGUC-MN-A, similar to existing screens sold in 2020 under Parkson project number P02011394

1.A Equipment Description:

1. Units shall be 2'-6" wide (W) and designed for installation in a channel 2'-6" wide x 4'-6" deep (H). Solids larger than 6 mm nominal screen opening shall be removed from the flow and conveyed to a discharge point approximately 4'-6" above the top of the channel. When installed, the screen shall be inclined 75° from the horizontal and have a total discharge height (H1) of 9'-0" (as measured from the base of the screen to the discharge point).
2. Materials of construction will be as follows:
Frame: Type 316 stainless steel, 3/16" thick.
Filter elements: High impact plastic.
Side plates: High impact plastic.
Shafts, chain links, guide rails, drive sprocket inserts: Type 316 stainless steel.
Rollers: 400 series stainless steel (heat treated).
Chain bushings: 400 series stainless steel (heat treated).
Side seals: Neoprene rubber, with type 316 stainless steel backing plates.

One (1) Helixpress® shaftless spiral compactor unit model SPR260, to replace an existing unit sold in 2002 under Parkson project 410108

1.B Equipment Description:

1. Shaftless spiral constructed of 0.75" thick high-strength carbon steel.
2. Water resistant brush attached to the outer diameter of spiral in the drainage area.
3. Trough with an approximate length of 15', constructed of 11 gauge type 316 stainless steel.
4. Trough liner made of 3/8" thick UHMW polyethylene.
5. Trough covers made of 14 gauge type 316 stainless steel, covering the entire length of the trough (excluding the unit feed area).
6. Inlet chutes fabricated of 11 gauge type 316 stainless steel, to receive screenings from the new Aqua Guard screens..
7. Drainage area consisting of a 3/16" diameter perforated plate welded to the trough at the drive end of the unit. Drainage system located directly underneath the drain area of the trough and connected to the drainage collection box of the press zone, supplied with a 3" plain-end pipe stub connection and fabricated of type 316 stainless steel.
8. Support legs constructed of 11 gauge type 316 stainless steel.

ITEM 2 SERVICES

2.A Installation

The installation scope of supply will include the following (for each Screen installation)

- Mobilization to Project Site.
- Acceptance of the Equipment upon shipment from the Factory. Crane required for this task.
- Removal of the existing Step Screens (2 units) from the channels.
- Prepare/clean channels.
- Modify channel floor to accept new screens.
- Layout for installation of the leg anchors.
- Installation of the Aqua Guard Ultra Clean screens.
- Removal of the existing Helixpress unit.
- Installation of the new Helixpress unit.
- Installation of the interconnecting chutes.
- Installation of the water supply line from within 15-20 ft. of the installed equipment.
- Crane/Lifting Device to accommodate installation of the equipment.
- Checkout unit for mechanical startup of the supplied equipment operationally.

Please Note:

1. No electrical tasks are included in this proposal. All Control Panel modifications and running of the required conduit and wiring is "by other than Parkson."
2. The customer will be responsible for the electrical startup for the equipment being supplied.
3. The existing step screens and Helixpress unit shall be removed from the site by the owner.

ITEM 3 PARTS (Auger Replacement)

Parkson will provide the following OEM parts associated with replacing the Auger in the existing Helicon Conveyor:

- One (1) 5248-215-444/ACS Spiral Subassembly (w/brush)
- One (1) Item # 1651-023-446/P Liner kit
- One (1) 5056-182/A6 Drive Shaft Subassembly
- One (1) 3698-825/D Gear Reducer, FAF87AMS182 (no motor)

Proposed Field Services:

The labor scope of supply shall be as follows:

Removal of all Covers.
Removal of the Trough Cross Members.
Unbolting the Screw Assembly from the Drive Shaft.
Removal of the Gearmotor and Drive Shaft Assembly.
Removal of the 30ft Screw Assembly from the Trough.
Removal of the old Trough Liners.
Installation of the new Trough Liners.
Installation of the new Screw Assembly (screw must be supplied in one piece).
Installation of the new Gearmotor.
Installation of the new Drive Shaft Assembly.
Bolting the new Drive Shaft to the new Screw Assembly.
Re-install the Trough Cross Members.
Re-install the Covers.
Test Run (overnight) as required.
De-Mobilization from project site.

Customers responsibility:

Required: Electrical work (if required).
Dumpster for all trash / debris.

2.C Drawings and Installation, Operation and Maintenance (IO&M) Manuals:

- | | |
|------------------------|-------------------|
| 1. Approval drawings: | 2 prints included |
| 2. Certified drawings: | 2 prints included |
| 3. IO&M manuals: | 2 included |

2.D Start-Up Assistance:

Parkson will furnish a factory representative for a total of two (2) days during one (1) trip to the jobsite to assist in installation inspection, startup supervision, and operator training. Dates of service to be scheduled upon Purchaser's written request. To include all equipment listed above.

2.E Mechanical Warranty:

Per Section XVI of the Standard Conditions of Sale.

PURCHASE PRICE:

ITEM #1 and #2 (Screen Replacement)	\$467,287.
ITEM #3 (Helicon Auger Replacement with parts).....	\$71,335.

F.O.B. shipping point, freight included, taxes excluded.

VALIDITY:

Purchase Price is valid for thirty (30) days from quotation date, for shipment of equipment within the timetable stated below.

PAYMENT TERMS:

35% with order, 65% net 30 days after shipment.

Please refer to our Standard Conditions of Sale regarding additional details about price validity, escalation potential and materials availability.

TIMETABLE GUIDELINE:

Within ten (10) business days of receiving a written Purchase Order in Parkson’s office, if necessary, Parkson will submit a written Request for Additional Information requesting items including, but not limited to, full-scale drawings, specification sections, amendments and other documents necessary for Parkson to begin work on this Project. No work can be done on this Project until all Additional Information is received by Parkson, thus beginning the Submittal Phase. If you do not receive such a Request for Additional Information within the stated ten (10) business days, then the Submittal Phase will begin on the eleventh (11th) business day following receipt of the written Purchase Order in Parkson’s office. The Shipment Phase is thereafter contingent upon your final approval of all submitted Approval Drawings. Once said final approval is received in Parkson’s offices, the Shipment Phase will begin.

Submittal Phase: Approval drawings will be submitted six (6) weeks from receipt of all requested Additional Information if necessary, or if not necessary, from the eleventh (11th) business day following receipt of a written Purchase Order in Parkson’s office.

Shipment Phase: Eighteen (18) weeks following receipt of final approval of all submitted Approval Drawings in Parkson's office.

If the Submittal Phase is waived, the Shipment Phase will begin on receipt of all requested Additional Information if necessary, or if not necessary, on the eleventh (11th) business day following receipt of a written Purchase Order in Parkson’s offices.

Dates are subject to confirmation upon receipt of written Purchase Order.

BUYER/OWNER RESPONSIBILITY:

- Control panels or modifications to existing control panels.
- Level sensors.
- Spare parts.
- Manual bar screen.
- Stop gates.
- Concrete modifications.
- Local disconnects or junction boxes.
- Manual shutoff valves, gate valves, check valves, butterfly valves, ball valves.
- Pressure gauges.

- Screenings dumpster.
- Lubricants.
- Shop or field painting.
- Readiness of the equipment before requesting start-up service. Non-readiness may incur additional charges.
- Electrical connection and interconnecting wiring (including any of the following: Solenoid valves, level sensors, motors, E-stops, main control panel); wiring and conduit from each unit-mounted electrical device to a terminal box or control panel.
- Interconnecting piping.
- Piping connections, platforms, ladders, gratings and railings unless stated otherwise.
- Determining the compatibility of equipment materials of construction and process conditions (air
- Any other auxiliary equipment or service not detailed above.

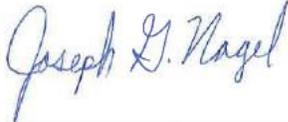
Please return one signed copy of this Quotation, or your Purchase Order, to Parkson Corporation at the address below. Refer to this Quotation, date, and related correspondence.

Issued By:

Accepted By: (Herein called the Buyer)

PARKSON CORPORATION

562 Bunker Court
Vernon Hills, IL 60061



Name: Joseph G. Nagel
Title: Municipal Sales
Date: January 16, 2024

Name
Title:
Date:



1401 West Cypress Creek Road, Suite 100
Fort Lauderdale FL 33309-1969

Phone 954.974.6610
Fax 954.974.6182

February 1, 2024

Jim Colvin
City of North Port, FL

RE: North Port, FL Screening Project

Dear Mr. Colvin,

This letter is to confirm that Parkson Corporation is the sole provider for the Aqua Guard® Ultra Clean fine screening equipment and Helixpress® shaftless spiral compactor you are considering. For your project we are proposing our Aqua Guard® Ultra Clean MN screens (AGUC-MN-A) and Helixpress unit model SPR260. Parkson Corporation is the original manufacturer/supplier of the subject products and is the only source for OEM replacement parts for your existing equipment. Parkson will also self-perform the installation of these screens and compactor replacement per the details in our bid proposal.

If I can be of further assistance or should you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "K Gabbert", is written in a cursive style.

Kevin Gabbert
Regional Sales Manager
913-249-0080



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@cityofnorthport.com



NOTICE OF INTENT TO AWARD A SOLE/SINGLE SOURCE PROCUREMENT

Sole/Single Source No: SS NO. 24-16

Date Posted: February 28, 2024

Written Response Due Date: March 6, 2024

This is **not** a Request for Proposals and there is no solicitation available. 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: Aqua Guard Ultra Clean Bar/Filter Screens**
- **AMOUNT** (This is an acquisition with an estimated value of): **\$538,622.00**
- **VENDOR: Parkson Corporation**

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 Bernice Moen, Contract Administrator I, at 941.429.7114. 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