

Action History (UTC-05:00)

Submit

by Vicki Edwards 05-07-2025 02:38:14 PM (Start Form)

Approve

by Eric Ryan 05-07-2025 03:39:10 PM (Director Approval)

- The task was assigned to Eric Ryan, Wade Gore, Aaron Bourquin 5/7/2025 2:38:17 PM
- Eric Ryan assigned the task to Eric Ryan 5/7/2025 3:39:06 PM

Approve

by Nicole Brown 05-07-2025 03:45:32 PM (Budget Approval)

- The task was assigned to Heidi Hallas, Nicole Brown, Lisa Herrmann 5/7/2025 3:39:11 PM
- Nicole Brown assigned the task to Nicole Brown 5/7/2025 3:44:59 PM

Reviewed

by Michael White 05-08-2025 12:15:11 PM (Purchasing Specialist)

EVER-TERM
2-403 (A)(2)

- The task was assigned to Bernice Moen, Michael White 5/7/2025 3:45:32 PM
- Michael White assigned the task to Michael White 5/7/2025 4:19:39 PM

Approve

by Alla Skipper 05-08-2025 03:11:56 PM (Purchasing Approval)

- The task was assigned to Alla Skipper, Keith Raney 5/8/2025 12:15:13 PM
- Alla Skipper assigned the task to Alla Skipper 5/8/2025 3:11:46 PM

Approve

by Irina Kukharenko 05-08-2025 04:27:01 PM (Finance Director)

- The task was assigned to Kimberly Williams, Irina Kukharenko 5/8/2025 3:11:57 PM
- Irina Kukharenko assigned the task to Irina Kukharenko 5/8/2025 4:16:36 PM

Reviewed

by Lori Hollingshead 05-08-2025 04:53:46 PM (CM Executive Assistant)

- The task was assigned to Lori Hollingshead 5/8/2025 4:27:02 PM

Approve

by Jason Yarborough 05-08-2025 05:17:01 PM (Assistant City Manager)

- The task was assigned to Jason Yarborough, Julie Bellia 5/8/2025 4:53:47 PM
- Jason Yarborough assigned the task to Jason Yarborough 5/8/2025 5:16:57 PM



Procurement Request

City of North Port

Request

Request Type *

Competitive Exemption

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

2025

Type code *

X

Preparer

Vicki Edwards

Department *

INFORMATION TECHNOLOGY

Division(s)**Commission Date (?) ***

06/10/2025

Agenda Item (?) *

25-2278

Purchase

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

Hosting services with Sarasota county for our DR servers.

Section 2-403 - Exemptions of the City of North Port Procurement Code states that certain procurements shall not be subject to competitive requirements in the judgment of the Purchasing Agent.

Exemption Explanation (?) *

Agreement to be approved by commission on 06/10/2025.

Technology Related? (?) *☐ Yes ☒ Renewal ☐ No**Technology type ***

Subscription

Exemption

Exempted purchase type *

Please select the purchase type

Code Exemption**Sec. 2-403 Exemption ***

- ☒ (a)(2) Procurement contracts between the city and nonprofit organizations, other governments or other public entities.
- ☐ (a)(3)(a) Dues and memberships in trade and professional organizations.
- ☐ (a)(3)(b) Subscriptions for periodicals, books, maps or training videos.
- ☐ (a)(3)(c) Real property, real estate brokering, or appraising.
- ☐ (a)(3)(d) Abstract of titles for real property; title insurance.
- ☐ (a)(3)(e) Works of art for public display or artistic services.
- ☐ (a)(3)(f) Advertising.
- ☐ (a)(3)(g) Medical, dental and other medically related services performed by a health care professional.
- ☐ (a)(3)(h) Room or board for social service clients.
- ☐ (a)(3)(i) Room and board for employees on city business.
- ☐ (a)(3)(j) Funeral related services.
- ☐ (a)(3)(k) Water, sewer, electrical, cable television or other utility services.
- ☐ (a)(3)(l) Personnel, including but not limited to part-time or temporary services.
- ☐ (a)(3)(m) Academic program reviews or lectures by individuals.
- ☐ (a)(3)(n) Financial services.
- ☐ (a)(3)(o) Legal services.
- ☐ (a)(3)(p) Social services.
- ☐ (a)(3)(q) Lobbying services.
- ☐ (a)(3)(r) Goods, materials and equipment whose cost has been incorporated as part of a competitively bid project.

Explanation *

Supporting backup *

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

Sarasota County Technology Services Amendment No. 3 to Agreement CAC2023-027.pdf	142.43KB
Agenda Item 25-2278 Sarasota County DR.pdf	83.85KB

Purchase Details

Line Items

Item #	Description *	Unit of Measure	Quantity *	Unit Price *	Subtotal
1	Hosting Services June to September, 2025	Each	4.00	\$1,107.02	\$4,428.08
			Shipping (?) *	Total Charges	
			\$0.00	\$4,428.08	

Accounts (?)

	Dept *	Account # (?) *	Project #	Amount *
1	IT	001-0710-516.54-00		\$4,428.08
Total Payments				
\$4,428.08				

Comments to Budget (?)

Vendor Details

Vendor Information (?)

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

Vendor Name *

SARASOTA COUNTY FINANCIAL SERVICES

Vendor Number *

4707

Vendor Name CST

Contact

Vendor Email

Remittance Address

1001 SARASOTA CENTER BLVD, SARASOTA, FL 34240-7850

Phone

941-861-5000

Vendor Documentation Current (?) *

Yes

No

Risk Documentation Current (?) *

Yes

No

Waiver Attached

YTD Expenses (?)

Department Inclusive (?) *

\$43,135.55

City Inclusive (?) *

\$43,135.55



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Staff Summary Sheet

File #: 18256

City Commission Regular
Meeting

6/10/2025

TO: Honorable Mayor & Members of the North Port Commission

FROM: A. Jerome Fletcher II, ICMA-CM, MPA, City Manager

TITLE: Technology Services Agreement Between Sarasota County and the City of North Port for the County's Continued Provision of Hosting services for the City of North Port Servers and Network Equipment for the Term of One year in an Amount Not to Exceed \$4,428.08.

Recommended Action

Technology Services Agreement Between Sarasota County and the City of North Port for the County's Continued Provision of Hosting services for the City of North Port Servers and Network Equipment for the Term of One year in an Amount Not to Exceed \$4,428.08.

Background Information

Sarasota County's Information Technology Department provides data center hosting services to regional partners. The advantage of continuing this agreement with the County is two-fold. First, the cost is much less than going with a commercial vendor and secondly, the city already has an existing fiber connection from City Hall to Sarasota County's Data Center network.

Planning for disaster recovery is very important to ensure continuity of operations for City services. With the approval of the Technology Service Agreement, the City of North Port will have the ability to continue disaster recovery services.

Amendment No. 3 is for the one-year renewal of the existing agreement in an amount not to exceed \$4,428.08.

This agreement has been reviewed and approved for form and correctness by the City Attorney.

Strategic Plan

Good Governance

Financial Impact

The total cost of this agreement is not to exceed \$4,428.08 has been included in the adopted City Manager, Information Technology Division budget for FY 2024-25 under account number 001-0710-516.54-00 and will be paid monthly in the amount of \$1,107.02.

Procurement

This purchase is exempt from competition per Sec. 2-403 (a) (2) of the procurement code as it is a procurement contract between the City and another government. The appropriate form has been included via attachment.

Attachments:

1. Sarasota County Technology Services Amendment No. 3 to Agreement No. CAC2023-027
2. Sarasota County Technology Services Amendment No. 2 to Agreement No. CAC2023-027
3. Sarasota County Technology Services Amendment No. 1 to Agreement CAC2023-027
4. Sarasota County Technology Services Agreement No. CAC2023-027
5. Sarasota County DR Competitive Exemption Form

Prepared by: Vicki Edwards, Senior Business Administrator
Eric Ryan, Information Technology Manager

Department Director: Juliana B. Bellia, Assistant City Manager

**AMENDMENT NO. 3
TO AGREEMENT NO. CAC2023-0027**

This Amendment is made and entered into upon execution by both parties by and between **Sarasota County**, a political subdivision of the State of Florida, hereinafter referred to as the "**County**," and the **City of North Port**, a Florida municipal corporation, hereinafter referred to as the "**City**."

WITNESSETH

WHEREAS, the County and the City entered into Agreement No. CAC2023-0027 ("Agreement") for the provision of hosting and related technology services, effective June 1, 2022; and

WHEREAS, the parties executed Amendment No. 1 on July 18, 2023, Amendment No. 2 on July 15, 2024; and

WHEREAS, the County is constructing a new data center for its hosting and technology services activities; and

WHEREAS, the County desires to align and update its technology services agreements with the new data center's operations; and

WHEREAS, the County and the City expect to enter into a new technology service agreement prior to the expiration of this Amendment No. 3; and

WHEREAS, the County wishes to align the expiration of this Agreement with the fiscal year end and the expected occupancy date of the new data center; and

WHEREAS, the parties now wish to further amend the Agreement.

NOW THEREFORE, the County and the City, in consideration of the mutual covenants contained herein, do agree to amend the Agreement as follows:

1. The above recitals are true and correct and incorporated herein by reference.
2. The term of the Agreement is hereby renewed effective June 1, 2025 through September 30, 2025.
3. As of the effective date of this Amendment, replace Section "7. a. Payment of Fees" in its entirety with the following:
 - "a. Fee: City shall pay the County the amount of \$4,428.08. Initial payment of \$1,107.02 is due within thirty (30) days of the effective date of Amendment No. 3. The remainder is due and payable in monthly installments of \$1,107.02 each and shall be paid on the first of every month. The details of the fees are listed in Exhibit A, attached hereto, and incorporated herein."

4. The Pricing for Delivered Services as of the effective date of this Amendment is attached hereto and incorporated herein as Exhibit A – Pricing for Delivered Services.
5. Except as modified herein, all other terms, covenants, and conditions of the Agreement shall remain in full force and effect.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the parties have executed this Amendment as of the last date written below.

CITY OF NORTH PORT, FLORIDA

Signed By: _____
Authorized Signature

Print Name: Phil Stokes _____

Title: Mayor

Date: _____

ATTEST

HEATHER FAUST, MMC
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS

MICHAEL GOLEN, CPM
INTERIM CITY ATTORNEY

SARASOTA COUNTY

BOARD OF COUNTY COMMISSIONERS
OF SARASOTA COUNTY, FLORIDA

By: _____
Jonathan R. Lewis
County Administrator

Date: _____

*Executed by the County Administrator
pursuant to Resolution No. 2004-095*

Approved as to form and correctness:

By: _____
County Attorney

**AMENDMENT NO. 3
TO AGREEMENT NO. CAC2023-0027
EXHIBIT A – Pricing for Delivered Services**

For the term of June 1, 2022 – May 31, 2023

Service	Annual Cost	Notes
Hosted Devices	\$12,260.76	Eleven (11) devices
Total annual fee, payable by City	\$12,260.76	

Annual fee shall be paid in monthly installments of \$1,021.73.

For the term of June 1, 2023 – May 31, 2024

Service	Annual Cost	Notes
Hosted Devices	\$12,623.64	Eleven (11) devices
Total annual fee, payable by City	\$12,623.64	

Annual fee shall be paid in monthly installments of \$1,051.97.

For the term of June 1, 2024 – May 31, 2025

Service	Annual Cost	Notes
Hosted Devices	\$13,284.24	Eleven (11) devices
Total annual fee, payable by City	\$13,284.24	

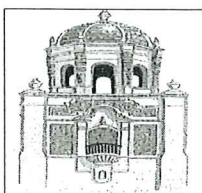
Annual fee shall be paid in monthly installments of \$1,107.02.

For the term of June 1, 2025 – September 30, 2025

Service	Cost	Notes
Hosted Devices	\$4,428.08	Eleven (11) devices
Total fee, payable by City	\$4,428.08	

Fee shall be paid in monthly installments of \$1,107.02.

(END EXHIBIT A)



Sarasota County Financial Services
1001 Sarasota Center Blvd.
Sarasota, FL 34240-7850
Attn: Accounts Receivable
Phone: (941) 861-5000

Invoice No. WC042025-06

INVOICE

Customer

Name City of North Port
Address 4970 City Hall Boulevard
City North Port, FL 34286
Attn: Aaron Bourquin, IT Manager

Date 4/9/2025

Qty	Description	Unit Price	TOTAL
1	North Port Hosting Services Agreement April 2025 PO #049358 Contract Amendment CAC2023-0027 Amendment #2 P.O. NUMBER: 051228 RECEIVED BY: Vicki Edwards DATE RECEIVED: 4/15/25 APPROVED BY: [Signature] 4/16/25	\$ 1,107.02	\$1,107.02

Payment Details

☐
☒ Check
☐

Payable To: Sarasota County
Board of County Commissioners

Subtotal	\$1,107.02
Shipping & Handling	
Taxes	
TOTAL	\$1,107.02

35700500 349105

For proper credit, please include a copy of this invoice