



**CITY OF NORTH PORT PROCUREMENT REQUEST FORM
PROCUREMENT CODE AND OTHER EXEMPTIONS**



One Time Purchase (Single purchase for current FY) **Change Order** **Amendment**

Blanket Purchase (Ongoing purchases for current FY) **Contract/Quote Renewal**

DEPARTMENT/DIVISION: Fleet Management/Utilities REQUESTOR: Ralf Heseler

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

A. Please describe all products and/or services to be procured under this exemption: Purchase of one (1) F-550 Super Duty Truck with IMT crane body, three (3) F-350 Utility Trucks and one (1) F-150 Truck.

B. Vendor Information

Vendor Name: Alan Jay Ford

Address: PO Box 9200, Sebring, FL 33871

Contact: Chris Wilson Phone: 863-402-4234 Email: chris.wilson@alanjay.com

Will the Vendor accept Visa Card/E-Payables for this transaction: yes no

- If yes, complete and attach the Visa Purchase Request Master Form

Vendor Information

Vendor Name: Don Reid Ford, Inc.

Address: 1875 S. Orlando Ave, Maitland, FL 32794

Contact: Brooke Heath Phone: 407-644-8111 Email: brookeh@donreidford.com

Will the Vendor accept Visa Card/E-Payables for this transaction: yes no

- If yes, complete and attach the Visa Purchase Request Master Form

C. Briefly explain why it is in the best interest of the City to exempt this procurement from competition: (If additional space is needed, please attached separate memo)

The National Joint Powers Alliance (NJPA) and the Florida Sheriff's Assoc. bid currently have contracts with Alan Jay Ford and Don Reid Ford that offer discounted pricing for members of the purchasing cooperative. Both contracts were awarded through a competitive solicitation process and the City benefits from the volume based pricing.



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D. Please provide the amount of the purchase for this product or service: \$ 262,853.54

Account # 420-6063-536.64-00 Project # U16RVH

Account # 420-6063-536.64-00 Project # U16VEH

Please provide the estimated fiscal year expenditure for this product or service: \$ 262,853.54

E. Please select one of the following:

Piggyback (Departments may utilize another municipality, county, or other governmental agency contract). The requesting department must provide the following documentation: copy of the solicitation and addendum, tabsheet/price-sheet, vendor submittal, entity approval (either stated in the solicitation or letter from vendor) agenda approval and contract as back-up documentation. Purchasing may request additional information if needed.

Name of Entity: _____ Contract Number: _____

Start Date: _____ End Date: _____

Is a fee required to utilize this contract? Yes No If yes, how much? _____

Vendor-Paid City-Paid

State of Florida Contract: The requesting department must provide the following documentation: copy of the tab sheet/price sheet, agenda approval and contract ***Further price negotiations may be conducted with state-awarded vendor per F.S. 287.056(2)***

Number : _____ Name/Category: _____

Start Date: _____ End Date: _____

Florida Sheriff's Association Bid: The requesting department must provide the following documentation: copy of the tab sheet/price sheet, agenda approval and contract

Number : 15-23-0904 Name/Category: Police Rated, Administrative, Utility Vehicles, Trucks & Vans

Start Date: October 1, 2015 End Date: September 30, 2016

Joint Cooperative: The requesting department must provide the following documentation: copy of the solicitation and addendum, tab sheet/price sheet, vendor submittal, agenda approval and contract

Lead Entity: NJPA Contract Number: 2015-102811

Start Date: October 1, 2015 End Date: September 30, 2016



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Other Code Exemptions* (Specify): _____

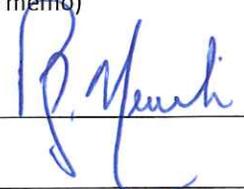
*For list of exemptions, see page 3

Sec. 2-403. - Exemptions.

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

Other Exemptions (not specified by code): _____

(If additional space is needed, please attach separate memo)

Requesting Department Director's Signature:  Date: 2-10-16

Procurement Manager's Approval: _____ Date: _____

Finance Director's Approval (If applicable): _____ Date: _____

City Manager's Approval (If applicable): _____ Date: _____

Commission Meeting Date (if applicable): _____



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Vendor Tracking:

YTD Dept Exp. (Inclusive): \$ _____

To be completed by Purchasing:

YTD City Wide Exp. (Inclusive): \$ _____