



## CITY OF NORTH PORT PROCUREMENT FORM COMPETITIVE EXEMPTIONS



Please indicate: ☐ Visa Purchase ☒ Purchase Order

☐ Single Purchase (For current FY) ☒ Blanket Purchase (Ongoing purchases for current FY) ☐ Change Order ☐ Amendment

DEPARTMENT/DIVISION: Parks & Recreation

NAME OF REQUESTOR: Cheryl Greiner

If Applicable: COMMISSION MEETING DATE: 02/14/2023 AGENDA ITEM NUMBER: 23-0307

*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.*

**A. Please describe all products and/or services to be procured under this exemption:**

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

Due to the impacts of Hurricane Ian, Warm Mineral Springs Park was closed to the public, and the buildings were condemned by the Building Official. With direction from Commission to reopen public access as soon as possible, Parks & Recreation, along with Public Works and Information Technology are working towards implementing a temporary admission and restroom building. The buildings are scheduled for delivery on February 22, 2023. In order for the City to operate from this location, internet access is required. This access provides staff with the capability of utilizing RecTrac recreation software for all admissions tracking and cash/credit card processing.

**B. Briefly explain why it is in the best interest of the City to procure under this exemption:**

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

Per Code, utility services are exempt from competitive solicitation.

**C. Vendor Information**

Vendor Name: Comcast Vendor Number: 4254

Address: PO Box 530098, Atlanta, GA 30353

Contact: \_\_\_\_\_ Phone: 800-391-3000 Email: \_\_\_\_\_



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**D. 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: \_\_\_\_\_ Name/Category: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

- ☐ **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: \_\_\_\_\_ Contract Number: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

- ☒ **Code Exemption\* (Specify):**

2-403(a)(3)k

\*For list of exemptions, see page 3



# CITY OF NORTH PORT PROCUREMENT FORM COMPETITIVE EXEMPTIONS



## 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.

### Vendor Tracking:

☐

Check if Vendor Documents Current

YTD Dept Exp. (Inclusive): \$ \_\_\_\_\_

### To be completed by Purchasing:

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



# CITY OF NORTH PORT PROCUREMENT FORM COMPETITIVE EXEMPTIONS



## PURCHASE DETAILS

Please provide the amount of the purchase for this product or service: \$ 3,068.15

Account # 125-3036-572-31-05 Project # \_\_\_\_\_ Subtotal \$ 3,068.15  
Account # \_\_\_\_\_ Project # \_\_\_\_\_ Subtotal \$ \_\_\_\_\_  
Account # \_\_\_\_\_ Project # \_\_\_\_\_ Subtotal \$ \_\_\_\_\_  
Account # \_\_\_\_\_ Project # \_\_\_\_\_ Subtotal \$ \_\_\_\_\_

Line Item No.	Description	Unit of Measure	Quantity	Unit Price	Extended Price
1	One-Time connection Fee	EA	1	\$129.95	\$129.95
2	Monthly Service	EA	12	\$244.85	\$2,938.20
	Shipping (FOB Destination)				
Total					\$3,068.15

\*Attach Additional Pages if Necessary\*

*I approve the competitive exemption procurement(s) as requested herein:*

Requesting Department Director: Sandy Pfundheller Digitally signed by Sandy Pfundheller  
Date: 2023.02.07 14:28:37 -05'00' Date: \_\_\_\_\_

Budget Administrator: Lisa Herrmann Digitally signed by Lisa Herrmann  
Date: 2023.02.08 14:53:55 -05'00' Date: \_\_\_\_\_

Purchasing: Ginny Duyn Digitally signed by Ginny Duyn  
Date: 2023.02.08 14:49:01 -05'00' Date: \_\_\_\_\_

Finance Director (If applicable): Lisa Herrmann Digitally signed by Lisa Herrmann  
Date: 2023.02.08 14:54:08 -05'00' Date: \_\_\_\_\_

Assistant City Manager (If applicable): n/a Date: \_\_\_\_\_

City Manager (If applicable): n/a Date: \_\_\_\_\_

Print Form

Clear All Fields