CITY OF NORTH PORT PROCUREMENT REQUEST FORM
EMERGENCY/EXIGENCY PROCUREMENT
(IN ACCORDANCE WITH FEDERAL GUIDELINES)

DEPARTMENT/DIVISION Public Works/Road and Drainage

NAME OF REQUESTOR Garrett Woods

NAME OF PREPARER Garrett Woods

DATE COMPLETED 02/21/2023

The City shall not be bound by any transactions made contrary to procurement procedures.

For the Procurement Official to process a requisition or visa purchase request related to an **emergency or exigent purchase**, this form must be completed and submitted by the requesting party to Purchasing with the request. **THE CITY MANAGER MUST BE NOTIFIED IMMEDIATELY (VIA EMAIL/PHONE), FOLLOWED BY THE PURCHASING DIVISION.**

*When referring to procurement activity, **FEMA** defines both **exigency and emergency** as situations that demand immediate aid and action. The difference between the two is as follows:*

*In the case of an **exigency**, there is a need to avoid, prevent or alleviate serious harm or injury, financial or otherwise, to the applicant, and use of competitive procurement proposals would prevent the urgent action required to address the situation. Thus, a noncompetitive procurement may be appropriate.*

*In the case of an **emergency**, a threat to life, public health or safety, or improved property requires immediate action to alleviate the threat.*

Emergency or Exigency (in accordance with FEMA guidelines, must specify, see definitions above):

EXIGENCY ▾

Name of Event (if applicable): **Hurricane Ian - Lighting Repairs**

Project Number for Event (if applicable): **IAN22**

A. **Description of Item(s) Purchased and Detailed Circumstances of the Emergency or Exigency Purchase/Service:** Must answer who, what, when, where, why and how in the box below or separate memo. (Attach quote back-up).

Due to damage from Hurricane Ian, Citywide street lighting repairs are needed. The lighting, poles, arms, and fixtures have been damaged. This is needed for Public safety for those who use the roadway transporation network. Pemco Lighting Products is the only provider for materials that are required to permit standarization and to match the existing streetlighitng poles, arms, and fixtures already in place Citywide.

(FORM MUST BE COMPLETED IN ITS ENTIRETY FOR ACCEPTANCE)

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B. Total Cost of Purchase: $ **224,165.00**

Account #: **107-5000-541.46-07**   Project #: **IAN22**

C. **Vendor Information**

Vendor Name: **Pemco Lighting Products, Inc**   Contact: **Ron Steedman**

Address: **150 Pemco Way**

City: **Wilmington**   State: **Delaware**   Zip: **19804**

Phone: **239-573-9427**   Email or Website Address: **rlumenator@aol.com**

I acknowledge that the procurement described herein was made in a manner consistent with the emergency procurement requirements of the City of North Port Procurement Code and Procurement Manual. I have been made aware of the Procurement Code (available on the P-Drive and Intranet) and the policies and procedures related to the City's procurement system.

GARRETT WOODS
Digitally signed by GARRETT WOODS
Date: 2023.02.21 11:30:25 -05'00'

Requestor   **Date**

Chuck Speake
Digitally signed by Chuck Speake
Date: 2023.03.02 08:54:46 -05'00'

Department Director   **Date**

Approved in Naviline 4/18/23

Budget Administrator   **Date**

Ginny Duyn
Digitally signed by Ginny Duyn
Date: 2023.04.19 13:14:13 -04'00'

Purchasing   **Date**

Lisa Herrmann
Digitally signed by Lisa Herrmann
Date: 2023.04.19 14:01:16 -04'00'

Finance Director   **Date**

4/25/23

Assistant City Manager   **Date**

City Manager   **Date**   4/25/23

PRINT   Clear All Fields

(FORM MUST BE COMPLETED IN ITS ENTIRETY FOR ACCEPTANCE)

2268 Southeast 28th Street Cape Coral, Fl. 33904
Phone: 239-573-9427

e-mail: RLUMENATOR@aol.com

R.J. Steedman, LLC.

Manufacturers Representatives
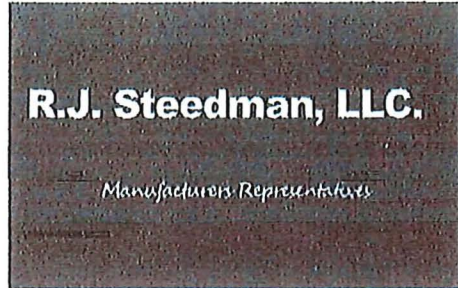
Nova Pole Products

Utility Structures, Inc.   PEMCO Lighting

To: City of North Port   From: Ron Steedman

Fax:

Date   Jan 31, 2023

Re: Hurricane Ian replacements   CC:

As manufacturer's representative/agent for Pemco Lighting, we are pleased to quote the following:

Pemco Lighting Products
150 Pemco Way
Wilmington, DE 19804
Vendor 17177

(107) XCOR-2102021B-ACR-CCG-TX teardrop luminaire...................$2095.00 each

Please send Po's to us for editing and actual order entry.

Ron Steedman

RJ Steedman, LLC   Manufacturers Representative/ Agent for Pemco, USI & Nova Pole

PEMCO Est. 1802
LIGHTING PRODUCTS
A QSSI COMPANY

January 30, 2023

To: Whom it may concern

Subject: Sole Source

This letter is to confirm that Ron Steedman, RJ Steedman, LLC, is the sole representative for Pemco Lighting Products for municipality and DOT work in the City of North Port.

Sincerely,

Tiffany Prats Dikranian
QSSI National Sales Manager
12802 Commodity Place
Tampa, FL 33626
Cell: 352-538-4292

QSSI
SINCE 1985

FAMILY OF BRANDS
DURAGUARD · ATLANTIC INDUSTRIAL · ECO-REVOLUTION · PEMCO
ENDEAVOR LIGHTING · FX LIGHTING · 1802 LIGHTING · INDUSTRA-LIGHT