

**MANATEE COUNTY GOVERNMENT
NOTICE OF INTENT TO AWARD
A SINGLE SOURCE CONTRACT**

SUBJECT/TITLE	Human Resources Policy Consulting Services	DATE POSTED	MC Website _____
PROCUREMENT REPRESENTATIVE	Ashley Forrest, Procurement Agent III	DATE CONTRACT SHALL BE AWARDED	June 6, 2025
DEPARTMENT	Human Resources	AUTHORIZED BY DATE	Jacob Erickson, Purchasing Official
TASK NO.	25-R087457AF		

NOTICE OF INTENT TO AWARD A SINGLE SOURCE CONTRACT

The Manatee County Procurement Division provides notice of its intent to award a single source contract with a value of \$51,525.00 with RSC Insurance Brokerage, Inc. for the provision of Human Resources (HR) policy consulting services.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws

BACKGROUND/DISCUSSION

Manatee County Procurement Division has completed a due diligence review and intends to procure HR policy consulting services from RSC Insurance Brokerage, Inc. without conducting a competitive solicitation process for the following reason(s):

RSC Insurance Brokerage, Inc. currently serves as the County’s Employee Health Benefits consultant and is familiar with the County’s HR policies, workflows, and compliance framework. Engaging the same team to revise and maintain the Personnel Policies Manual ensures alignment with existing benefits strategies, avoids duplicative legal review, and maintains a single accountable source for regulatory updates and policy training.

Any company that believes it can provide this good/service, must submit detailed information about its good/service to the Manatee County Procurement Division at purchasing@mymanatee.org no later than June 5, 2025 for evaluation and consideration.