

MANATEE COUNTY GOVERNMENT INTENT TO NEGOTIATE

SUBJECT	Professional Title Related Services	DATE POSTED	MC 12/22/14 ✓ SE DS 12/22/14 ✓ SE CC 12/22/14 ✓ SE
PURCHASING REPRESENTATIVE	Christine Pearson, 3037	DATE CONTRACT SHALL BE AWARDED	January 15, 2015 or later
DEPARTMENT	Property Management	CONSEQUENCES IF DEFERRED	None
SOLICITATION	RFP #14-3006CP	AUTHORIZED BY DATE	Melissa M. Wendel, CPPO December 12, 2014

NOTICE OF INTENT TO NEGOTIATE

Notice of Intent to Negotiate with American Government Services Corporation, Tampa, FL and Cornerstone Title, Bradenton, FL to provide Professional Title Related Services for the Property Management Department.

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

PROJECT BACKGROUND:

Manatee County is involved in many projects throughout the County. These projects may include but are not limited to widening of roads and intersections, traffic signals, and stormwater drainage. At times, the projects may require the County to acquire additional right-of-way easements, fee-simple title to parcels of land and other real property interests. The County additionally acquires fee simple title, easements and other various real property interests for reasons including but not limited to public parks, wetland mitigation and conservation easements. These acquisitions require title services based on the specific project and reason for acquisition including but not limited to title search and examination, title search reports, specific purpose reports, right of way reports, updated title search reports, easement reports and ownership and encumbrance reports. Other services needed may include Owner's policy, simultaneous mortgage policy, closings, 2nd mortgage closings, recordings, endorsements, Florida Form 9, joinders/partial releases, 30 year chain of title searches and court testimony fees.

SOLICITATIONS:

The RFP was advertised on the Manatee County website, DemandStar, and was also provided to the Manatee County Chamber of Commerce for release to its members. Three (3) proposals were received.

There was one **Manatee County** firms directly solicited and none that submitted a proposal.

Cornerstone Title, Bradenton, FL

Other firms that submitted proposal include:

American Government Services Corporation, Tampa, FL

Trax Title Agency, LLC, Orlando, FL

	N/A	FUNDING SOURCE (Acct Number & Name)	Various Sources <input checked="" type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
COST	Estimated Average Annual Cost: \$50,000.	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)	N/A

EVALUATION COMMITTEE (VOTING) MEMBERS:

Barbara Redmond,	Business Services Manager, Building & Development Services
John Agostinelli,	Property Acquisition Division Manager, Property Management Department
Christine Pearson,	Contracts Negotiator, Financial Management Department

EVALUATION RESULTS:

The Evaluation Committee convened on November 4, 2014 and discussed the offers based on the stated requirements in the RFP, continuing the acquisition process, and determining a recommendation to the County Administrator. The Evaluation Committee voted based on the content of the proposals submitted and selected to request authorization to commence negotiations with the two selected firms.

The two firms selected all have all demonstrated the qualifications and capabilities to perform the work in the Scope of Services, resources to meet the needs of Manatee County, extensive knowledge base of all types of title related and closing services required by the County. All the firms have performed a high volume of title work within Manatee County.

REMAINING RESPONDENTS:

The remaining respondent, although well qualified, was not selected based on a comparison of capabilities of the selected firms.

ESTIMATED COST OF SERVICES: The estimated average annual expenditure is \$50,000.00

FUNDING: Various sources, based upon the project associated with the work performed.

The above justifications are a generalized summary of major observations intended only to provide a sufficiently detailed overview of the main observations of a majority of Committee Members. Each Committee Member may have considered one or more facts or factors more or less important than the other Committee Members when voting, and this summary of the Evaluation Committee's decision is not an attempt to exhaustively describe each of the relevant factors which motivated each of the Committee Members to select the rankings described.

The Evaluation Committee voted 3-0 to proceed with American Government Services Corporation, Tampa, FL and Cornerstone Title, Bradenton, FL

The resulting agreement will be managed by the Property Management Department, Property Acquisition Division