

MANATEE COUNTY GOVERNMENT

NOTICE OF INTENT TO NEGOTIATE FOR AWARD OF A SOLE SOURCE CONTRACT

SUBJECT	Singhofen & Associates Inc./ Mill Creek MT-2 FEMA FIRM Update	DATE POSTED	MC _____
PROCUREMENT REPRESENTATIVE	Shawn Page, Procurement Agent	DATE CONTRACT SHALL BE AWARDED	August 2, 2021
DEPARTMENT	Public Works	CONSEQUENCES IF DEFERRED	No update of FEMA FIRM mapping system
SOLICITATION	21-R077299SP	AUTHORIZED BY DATE	Jacob Erickson, Procurement Official

NOTICE OF INTENT TO NEGOTIATE FOR AWARD

The Manatee County Procurement Division provides notice of its intent to negotiate a sole source contract with a value of \$69,039.31 with Singhofen & Associates Inc. for the provision of Mill Creek MT-2 FEMA FIRM Update.

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 Mill Creek MT-2 FEMA FIRM Update from Singhofen & Associates Inc. without conducting a competitive solicitation process for the following reason(s).

- The Public Works Department has been utilizing Singhofen & Associates Inc. for mapping services since 2020, giving the company institutional knowledge of the required services and County practices.
- Procuring MT-2 Mill Creek FEMA FIRM Update will ensure the writer is directly familiar with FEMA Flood Insurance Rate Maps (FIRM'S).
- Singhofen & Associates Inc. has provided the County with detailed modeling and analysis that is required for the MT-2 FEMA FIRM update and is currently the sole source for this service.
- A competitive solicitation process cannot reasonably be used, or, if used, will result in significantly higher administrative costs with an unknown outcome.
- Based upon these and other factors, the County plans to procure MT-2 Mill Creek FEMA FIRM Update from Singhofen & Associates Inc.

Any company that believes they can provide this good or service must provide, in writing, convincing technical data sufficient to support their position to the Manatee County Procurement Division at purchasing@mymanatee.org no later than 8/1/2021.

ATTACHMENTS (List in order of attached)		FUNDING SOURCE (Acct Number & Name)	4600010700-531000
PROJECTED COST	\$69,039.31	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)	na