

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

SUBJECT/TITLE	Casual Apparel, Silk Screening, Embroidery and Related Items	DATE POSTED	MC Website _____
PROCUREMENT REPRESENTATIVE	Bonnie Sietman	DATE CONTRACT SHALL BE AWARDED	March 19, 2020
DEPARTMENT	County-wide	REQUISITION NO.	20-R074016BLS
AUTHORIZED BY	Jacob Erickson, Procurement Manager	SIGNATURE DATE	

NOTICE OF INTENT TO NEGOTIATE FOR AWARD

The Manatee County Procurement Division provides notice of its intent to award a single source contract with a value of \$75,000 annually with Manatee Apparel Graphics for the provision of casual apparel, silk screening, embroidery and related items.

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 casual apparel, silk screening, embroidery and related items from Manatee Apparel Graphics without conducting a competitive solicitation process for the following reason(s):

- Average of 3% increase from previous agreement;
- Located in Manatee County;
- Delivery, FOB Destination to all facility locations;
- Provides all graphics in accordance with the County's established graphics standards manual established November 2013.
- Supplier has prior experience and institutional knowledge necessary for fulfilling orders to County standards.

Based upon these and other factors, the County plans to standardize the above referenced services.

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 March 19, 2020 for evaluation and consideration.