

# MANATEE COUNTY GOVERNMENT

## INTENT TO NEGOTIATE

<b>SUBJECT</b>	Administration of Vacant Properties In Foreclosure	<b>DATE POSTED</b>	MC 5/12/14 ✓ SE DS 5/12/14 ✓ SE CC 5/12/14 ✓ SE
<b>PURCHASING REPRESENTATIVE</b>	Deborah Carey-Reed, 941/749-3074	<b>DATE CONTRACT SHALL BE AWARDED</b>	To be determined after negotiations.
<b>DEPARTMENT</b>	Building & Development Services Department	<b>CONSEQUENCES IF DEFERRED</b>	N/A <i>Maria W. Wallon</i>
<b>SOLICITATION</b>	Request For Proposal #13-2753DC	<b>AUTHORIZED BY</b>	Melissa M. Wendel, Purchasing Official Date: 5/12/14

### ACTION APPROVED

Notice of Intent to Negotiate with Federal Property Registration Corporation (FPRC) for the purpose of the County entering into an agreement to establish and administer a program for registering and tracking vacant real properties in foreclosure located in the unincorporated areas of Manatee County in accordance with Manatee County Ordinance No. 14-19.

### ENABLING/REGULATING AUTHORITY

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

Manatee County Code of Law

### BACKGROUND/DISCUSSION

- It is the goal of the County to reduce the growing problem of abandoned real properties in the process of foreclosure in the unincorporated areas of Manatee County by establishing a program for registration of vacant real property and maintaining a database as an informational mechanism to protect neighborhoods from becoming blighted through the lack of adequate maintenance and security of vacant properties.
- The Manatee County Board of County Commissioners (BCC) enacted Ordinance No. 14-19 to establish a program for the registration of vacant real property in foreclosure and the BCC approved Resolution No. R-14-21 to impose regulatory fees for the registration of said property.
- An RFP relating to this service was advertised on the Manatee County website, DemandStar, in the Bradenton Herald and the Tempo News and was also provided to the Manatee County Chamber of Commerce for release to its members. Three (3) proposals were received.

**Manatee County Firms that submitted proposals:**

ANT-SER, Inc., Bradenton FL

**Local firms that submitted proposals include:**

Bayshore Services LLC, Tampa FL

**Other (non-local) firms that submitted proposals include:**

Federal Property Registration Corp, Melbourne FL

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<b>ATTACHMENTS: (List in order as attached)</b>	<b>INSTRUCTIONS:</b>
None	N/A
<b>COST</b> Revenue	<b>SOURCE (ACCT# &amp; NAME)</b> N/A
<b>COMMENTS</b> N/A	<b>AMT./FREQ. OF RECURRING COSTS</b> N/A

- The Evaluation Committee Members consisted of:
  - Joe Fenton, Building and Development Services
  - Debbie Deleon, Neighborhood Services Department
  - Deborah Carey-Reed, Financial Management Department

**Non-Voting Member:**

- Barbara Redmond, Building and Development Services
- The Evaluation Committee convened to discuss the offers based on the stated requirements in the RFP, continuing the acquisition process, and determining a recommendation to the County Administrator. The Committee unanimously voted that oral interviews would not be required; the proposals included sufficient information to evaluate the qualifications and the process of the proposers.
- The Committee ranked the firms as follows for the purpose of negotiating a contract with the top ranked firm, Federal Property Registration Corporation:
  - **Firm A – Federal Property Registration Corporation (FPRC)**  
FPRC provided extensive real estate mortgage banking and code enforcement qualifications and demonstrated the experience, including sufficient and qualified staff, in implementing and administering an abandoned property registry through their current contracts with numerous Florida counties that included: Ft. Myers, Palm Beach, and Jacksonville. FPRC provided complete responses to the County requirements in their project approach and the web program to be used for collecting data. They proposed a cost of 50% of the collected registry fee charged with no startup or additional service costs.
  - **Firm B – Bayshore Services LLC**  
Bayshore Services provided experience in real estate and managing properties; no experience with this type service was provided. Bayshore Service did not respond totally to the functionality of the web program, or to its security controls. Cost proposed: \$55,000 implementation plus 15% contingency + \$125 per month + \$175 per registration + \$100 for meetings.
  - **Firm C – Equation Research**  
ANT-SER, Inc. proposal was deemed non-responsive pursuant to Section C of the RFP.
- The above justifications are a generalized summary of major observations intended only to provide the County Administrator 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 resulting agreement will be managed by the Building and Development Services Department.
- The Manatee County Attorney Office drafted the proposed agreement in relation to this program.