

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

<b>SUBJECT/TITLE</b>	Hansen Banner, LLC/ Banner Software Annual Maintenance	<b>DATE POSTED</b>	MC Website _____
<b>PROCUREMENT REPRESENTATIVE</b>	Brooke Baker, Procurement Agent III	<b>DATE CONTRACT SHALL BE AWARDED</b>	July 31, 2023
<b>DEPARTMENT</b>	Utilities	<b>REQUISITION NO.</b>	R082447
<b>AUTHORIZED BY</b>	Jacob Erickson, Purchasing Official	<b>SIGNATURE DATE</b>	

**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 \$204,764.95 with Hansen Banner, LLC for the provision of Banner software annual maintenance.

**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 Banner software annual maintenance from Hansen Banner, LLC without conducting a competitive solicitation process for the following reason(s):

Manatee County has been utilizing Banner software for its Utility Customer Information System (CIS) since 2014; Banner software requires annual maintenance; Hansen Banner, LLC has proprietary rights to Banner software and Banner software maintenance; Hansen Banner, LLC is the sole supplier of Banner software and Banner software maintenance; there is no alternative to buying the Banner software maintenance from Hansen Banner, LLC.

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](mailto:purchasing@mymanatee.org) no later than July 28, 2023 for evaluation and consideration.