

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

<b>SUBJECT/TITLE</b>	Hansen Banner, LLC/ Banner Customer Information System Annual Maintenance	<b>DATE POSTED</b>	MC Website _____
<b>PROCUREMENT REPRESENTATIVE</b>	Brooke Baker, CPPB, Procurement Team Leader	<b>DATE CONTRACT SHALL BE AWARDED</b>	June 29, 2021
<b>DEPARTMENT</b>	Utilities Department	<b>REQUISITION NO.</b>	R077063
<b>AUTHORIZED BY</b>	Jacob Erickson, MBA, CPPO, NIGP-CPP, Procurement Official	<b>SIGNATURE</b>	

**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 \$179,790.24 to Hansen Banner, LLC for the provision of Banner Customer Information System (CIS) annual maintenance.

**ENABLING/REGULATING AUTHORITY**

**Federal/State Laws, Administrative Rulings, Manatee County Comp Plan/Land Development Code, Ordinances, Resolutions, Policy**

Manatee County Code of Laws

**BACKGROUND/DISCUSSION**

The Manatee County Procurement Division has completed a due diligence review and intends to procure Banner CIS annual maintenance from Hansen Banner, LLC without conducting a competitive solicitation process for the following reasons:

- The County has been utilizing Hansen Banner, LLC to provide the Banner CIS software and services for the Utilities Department’s meter-to-cash platform since 2014, giving the company institutional knowledge of the required services and County practices.
- Procuring Banner CIS annual maintenance from Hansen Banner, LLC will ensure compatibility with the County’s existing meter-to-cash platform and will ensure that the requirements and needs of the County are met.
- Hansen Banner, LLC has proprietary rights to the Banner CIS software and services, making them the sole company that can provide the annual maintenance.
- A competitive solicitation process cannot reasonably be used, or, if used, will result in significantly higher administrative costs with an unknown outcome.

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 June 28, 2021 for evaluation and consideration.