

MANATEE COUNTY GOVERNMENT

NOTICE OF INTENT TO AWARD A SINGLE SOURCE CONTRACT

SUBJECT/TITLE	Postcard Printing and Mailing Materials	DATE POSTED	MC Website _____
PROCUREMENT REPRESENTATIVE	Kelly Driscoll, Procurement Agent I	DATE CONTRACT SHALL BE AWARDED	July 28, 2025
DEPARTMENT	Utilities	AUTHORIZED BY DATE	Jacob Erickson, Purchasing Official
TASK NO.	25-R088018KD		

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 \$41,190.00 with InfoSend, Inc. for the provision of Postcard Printing and Mailing Materials.

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 Postcard Printing Mailing Materials from InfoSend, Inc. without conducting a competitive solicitation process for the following reason(s):

The outreach efforts by the Utilities Department are part of the County's public communication strategy related to the franchise hauler agreement taking effect later this year. The postcard and mailing materials are needed to inform approximately 120,000 residents of upcoming changes to their solid waste and recycling services. InfoSend, Inc. has extensive experience working with the County and is well-positioned to execute this project without additional ramp-up time. They are familiar with the County's formatting, data management, and approval process and have demonstrated reliable performance under previous engagements.

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 July 25, 2025 for evaluation and consideration.