

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

SUBJECT/TITLE	Glass and Door Installation for Administration Building - 8th Floor	DATE POSTED	MC Website _____
PROCUREMENT REPRESENTATIVE	Ashley Forrest, Procurement Agent II	DATE CONTRACT SHALL BE AWARDED	December 13, 2023
DEPARTMENT	Property Management	REQUISITION NO.	R083510
AUTHORIZED BY	Jacob Erickson, Purchasing Official	SIGNATURE DATE	

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 \$29,920.00 with Key Glass, Inc. for the provision of glass and door installation for the 8th floor of the Administration Building.

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 glass and door installation for the 8th floor of the Administration Building from Key Glass, Inc. without conducting a competitive solicitation process for the following reason(s):

The Property Management Department requires doors and windors for the 8th floor remodel. In an effort to match existing windows and doors, Key Glass, Inc. has performed various tests to match the exact glass and tint across various buildings.

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 December 12, 2023 for evaluation and consideration.

