

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

<b>SUBJECT/TITLE</b>	Halo ITSM Implementation Services	<b>DATE POSTED</b>	MC Website _____
<b>PROCUREMENT REPRESENTATIVE</b>	Delores Mullen Procurement Agent I	<b>DATE CONTRACT SHALL BE AWARDED</b>	March 24, 2026
<b>DEPARTMENT</b>	Information Technology Services	<b>AUTHORIZED BY DATE</b>	Purchasing Official
<b>TASK NO.</b>	26-R089834DM		

**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 \$80,000.00 with Halo Software, LLC for the provision of Halo ITSM Implementation Services.

**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**

The Manatee County Procurement Division has completed a due diligence review and intends to procure Halo ITSM Implementation Services from Halo Software, LLC without conducting a competitive solicitation process for the following reason(s):

The Cherwell Information Technology Service Management (ITSM) software used to submit service and project requests will no longer be supported at the end of 2026. It is scheduled to be replaced with the software enterprise Halo ITSM purchased from Halo Software, LLC. This planned conversion begins with Halo ITSM Implementation Services that consolidates all service tools into a single, unified system, streamlining operations and enhancing overall service delivery. The program includes an Asset Management Module capable of replacing several costly legacy applications and a Project Management Module that will run projects with connectivity and transparency. Market research highlights Halo ITSM as a high-value leader that offers strategic high-end solutions, and the cost of this new software from Halo Software, LLC is significantly lower than other major competitors.

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 March 23, 2026 for evaluation and consideration.