

MANATEE COUNTY GOVERNMENT

INTENT TO AWARD

SUBJECT	Kitty Litter - Bulk	DATE POSTED	MC <u>✓ SE 4/12/16</u> DS <u>N/A</u> CC <u>N/A</u>
PURCHASING REPRESENTATIVE	Bonnie Sietman, Sr. Buyer x3046	DATE CONTRACT SHALL BE AWARDED	Contingent upon the acceptance of Purchasing Official (7 days) 4/21/2016
DEPARTMENT	Public Safety, Animal Services	CONSEQUENCES IF DEFERRED	N/A
SOLICITATION	RFQ #16-1060BLS	AUTHORIZED BY DATE	4/13/2016, BLS <u>HS</u>

NOTICE OF INTENT TO AWARD

Notice of Intent to Award, Request for Quotation #16-1060BLS, Kitty Litter – Bulk, to the lowest, responsive, responsible quoter meeting specifications to Phillips Pet Food & Supplies located in Easton, PA.

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

- This procurement is for kitty litter (bulk) for the Manatee County Animal Services Facility, a division of the Public Safety Department.
- The intent of this Request for Quotation (RFQ) is to establish a single award to the lowest, responsive, responsible quoter meeting specifications.
- The annual estimated expenditure is \$6,000.00
- The County solicited Request for Quotation #16-1060BLS from March 9, 2016 through March 24, 2016, appropriate quotation procedures were followed.
- Notice of RFQ #16-1060BLS was directly solicited to three vendors, solicited on MyManatee.org, and the Manatee County Chamber.
- One quotation was received from Phillips Pet Food & Supplies.

ATTACHMENTS (List in order of attached)	• tabulation	FUNDING SOURCE (Acct Number & Name)	<input checked="" type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
COST	Annual Estimate \$6,000.00	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)	5010003698-595000