

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

<b>SUBJECT/TITLE</b>	Annual Renewal for Workforce Support	<b>DATE POSTED</b>	MC Website _____
<b>PROCUREMENT REPRESENTATIVE</b>	Brooke Baker, Procurement Team Leader	<b>DATE CONTRACT SHALL BE AWARDED</b>	May 28, 2020
<b>DEPARTMENT</b>	Information Technology Services	<b>REQUISITION NO.</b>	R074355
<b>AUTHORIZED BY</b>	Jacob Erickson, Interim Procurement Official	<b>SIGNATURE DATE</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 \$116,870.00 with Workforce Software, LLC for the provision of Workforce Support.

**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 Workforce Support from Workforce Software, LLC without conducting a competitive solicitation process for the following reason(s):

The County has been utilizing Workforce software and hardware for the Electronic Time and Attendance System since 2008. Procuring the annual renewal for Workforce Support from Workforce Software, LLC will ensure compatibility with the County's existing System.

Based upon these and other factors, the County plans to maintain the above referenced System.

Any company that believes it can provide this service, must submit detailed information about its service to the Manatee County Procurement Division at [purchasing@mymanatee.org](mailto:purchasing@mymanatee.org) no later than May 27, 2020 for evaluation and consideration.