

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

<b>SUBJECT/TITLE</b>	Accela, Inc./Accela Software-as-a-Service Subscriptions	<b>DATE POSTED</b>	MC Website _____
<b>PROCUREMENT REPRESENTATIVE</b>	Brooke Baker, Procurement Team Leader	<b>DATE CONTRACT SHALL BE AWARDED</b>	July 18, 2022
<b>DEPARTMENT</b>	Development Services	<b>REQUISITION NO.</b>	TA004159
<b>AUTHORIZED BY</b>	Jacob Erickson, Purchasing 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 \$477,512.93 to Accela, Inc. for the provision of Accela software-as-a-service subscriptions.

**ENABLING/REGULATING AUTHORITY**

**Federal/State Laws, Administrative Rulings, 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 Accela software-as-a-service subscriptions from Accela, Inc. without conducting a competitive solicitation process for the following reasons:

- Manatee County has been utilizing Accela software for its Accela Civic Platform since 2015.
- Accela software requires annual subscription renewals.
- Accela, Inc. has proprietary rights to Accela software and its subscription renewals.
- Accela, Inc. is the sole supplier of Accela software and its subscription renewals.
- There is no alternative to buying the Accela software and its subscription renewals from Accela, Inc.

Any company that believes it can provide these goods/services must submit detailed information about its goods/services to the Manatee County Procurement Division at [purchasing@mymanatee.org](mailto:purchasing@mymanatee.org) no later than July 17, 2022.