



# CITY OF CLEARWATER

FINANCE DEPARTMENT, POST OFFICE BOX 4748, CLEARWATER, FLORIDA 33758-4748

MUNICIPAL SERVICES BUILDING, 100 SOUTH MYRTLE AVENUE

TELEPHONE (727) 562-4530 FAX (727) 562-4535

## NOTICE OF INTENT TO MAKE A SOLE SOURCE PURCHASE ISS 17-21, Adopt-A-Program Management Service

January 26, 2021

TO: ALL INTERESTED VENDORS

### PURCHASE OF Adopt-A-Program Management Service

The City of Clearwater (City) intends to procure an Adopt-A-Program Management Service and believe only one (1) known provider exists within the jurisdiction of Pinellas County. This document contains the specifications and justification for the noncompetitive procurement. Any vendor who does not agree that this commodity or service is available only from the source described in this document must contact the procurement officer listed below by the response deadline.

**Scope of Services:** The City intends to establish a term contract with Keep Pinellas Beautiful for the Adopt-A-Program Management Service to provide litter prevention and abatement initiatives through public land (beach/park/community) clean-up events in an effort to reduce litter throughout the City.

**Justification for the noncompetitive procurement:** Keep Pinellas Beautiful is believed to be the sole Keep America Beautiful affiliate within the jurisdiction of Pinellas County.

**Intended Source:** Keep Pinellas Beautiful

**Intended Product:** Adopt-A- Program Management Service – Litter Control Program

**Term/Price:** One (1) year term with one (1) renewal option in an estimated annual amount of \$50,000

**Response Deadline:** If you feel you are able to provide these services and would like an opportunity to submit a proposal for consideration, please submit your response by **February 3, 2021 at 10:00AM EST as follows:**

- Log onto: <https://app.smartsheet.com/b/form/6965ef2e80e84fa6b2426b2a0f226441>
- Complete online form with “**Your Information**”
- Use the drop-down arrow to select “**Project You Are Bidding On**”
- Drag and drop your files into the “**Upload Files Here**” box
- Once complete, hit “**Submit**”

General, Process, or Technical Questions concerning this Intent to Sole Source should be directed, IN WRITING, to the Procurement Analyst, Kelly Rogers at [Kelly.Rogers@myclearwater.com](mailto:Kelly.Rogers@myclearwater.com) no later than January 29, 2021.

Mark Bunker, Councilmember  
Kathleen Beckman, Councilmember

Frank Hibbard, Mayor



David Allbritton, Councilmember  
Hoyt Hamilton, Councilmember

“Equal Employment and Affirmative Action Employer”