

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**FDOT DESCRIPTION OF INTENDED
SINGLE SOURCE PURCHASE
(PUR 7776)**

375-040-53
PROCUREMENT
01/16

AGENCY: DEPARTMENT OF TRANSPORTATION

TITLE: Web based title services and title plant access
Short description of the commodity or service desired:

CONTACT

Name: Suzette K. Hicks
Address: 719 S. Woodland Blvd., DeLand, FL 32720
Telephone: 386-943-5133
Email: suzette.hicks@dot.state.fl.us

Internal tracking number, if any: SS-DOT-16-17-5003-Title

Date posted: May 9, 2017

Last day for receipt of information: May 18, 2017

This description of commodities or contractual services intended for purchase from a single source is posted in accordance with section 287.057(3)(c), Florida Statutes and will remain posted for a period of at least 7 business days.

Commodity or Service Required (commodity class and group, manufacturer, model, and description, as appropriate):
Web based title services and title plant access

Quantity or Term (as appropriate): 3 years

Requestor (division, bureau, office, individual, as appropriate): Title Unit of District 5 Surveying and Mapping

Performance and/or Design Requirements (intended use, function or application, compatibility etc. requirements; reference to policy, rule, statute or other act of the Legislature, etc., as appropriate): Every county in District 5 to perform title search activities for Right of Way Acquisition and for any other department

Intended source (vendor, contractor): Attorney's Title Fund Services

Estimated Dollar Amount: \$58,000

Justification for single source acquisition (what is necessary and unique about the product, service or source; steps taken to confirm unavailability of competition, as appropriate):

District 5's Title Department is responsible for creating the title searches for all projects in District 5, and provide updates for Right of Way throughout the acquisition process and for Legal through the Eminent Domain process. We also research property for Property Management, Construction, Maintenance and many other departments. We have 9 counties in our District, requiring drive time if we have to search in the courthouse. 95% or more of District 5's title work is done "In-House" by our title examiners. Excess driving to courthouses is not compatible with the current staffing or staffing allowances. In addition, searching in the courthouse is done by grantor/grantee, not by legal, and since many people own multiple properties, searching in the courthouse is time consuming. As such, access to a comprehensive web based search program saves drive time to courthouses and research time and is essential to the District 5 title search process.

District 5 searches projects along a corridor and usually has abutting parcels. When the area to be searched is not subdivided by plats, we generally search an entire quarter section or quarter quarter section. This allows us to view all the documents affecting a given area at one time and helps eliminate duplicate work. District 5 also requires the resultant documents to be provided as part of the title search process. Title searching must be done to the root title. The acquisition process from beginning to end through at least OT and final judgment is a lengthy process and could range from 3 to 5 years or more and title searches as well as updates are required throughout the entire process.

Attorney's Title Fund's (The Fund's) web based search program allows searching by legal description and names, in each of our 9 counties and to search in many other Florida counties, in order to look for probates or current home address. Each county has a different initiation date: Brevard 8/28/1985; Flagler 10/2/1972; Lake 7/27/1977; Marion 1/3/1989; Orange

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1/1/1970; Osceola 1/2/1986; Seminole 12/1/1978; Sumter 12/30/1982; Volusia 1/2/1980. We pay as we use it – for each legal and for each name, we pay \$3.27, with a \$981 a month minimum. We can search an entire quarter section or quarter quarter section for the same price listed above. This allows us to cut cost because we only have to run 1 legal and is uniquely compatible with the structure of District 5's title search process. Since The Fund charges us per legal and per name, we can search anything necessary without having to have an actual project file set up. This type of program is essential to the type of title work done in District 5.

The Fund does not charge for indexed copies of documents, nor older documents not reflected on their title search print out that we can order separately. The Fund provides copies of documents that we request by electronic transfer, which we can view on our computer. The Fund has images back to the early 1900s for every county. This allows us to print only those copies necessary for the title search, thus saving printing costs. This reduces our cost of producing title searches.

The Fund provides a CD of their book titled "Title Notes" (an underwriting guide) which is essential to keep the title department up to date for proper decision making. The Fund also has a monthly email newsletter about title issues, legislative updates and reviews of cases throughout Florida pertaining to real estate and property law, also essential to ensure proper title decisions are made. We can attend their live and web based seminars, developed by their education department (at no charge or for a nominal fee). The Fund also provides access to their title plants (which allows us to research prior to the computer indexed period). This is essential to ensure searching to the root. We pay a separate fee for this service based on usage.

I contacted Michael Page at Real Metrix and Rick Glover at HDEP International. HDEP International has personnel but would use what we have available (such as court house websites). They do not have their own search engines. Real Metrix has title plants and Data Trace access. Neither company has the monthly publication, nor the webinars/seminars nor the Title Notes and could not provide us with access to their title plants which is incompatible to the D5 process.

I also talked to Darren Chinn with Data Trace. They are the most similar system to The Fund. One significant difference is that you set up a file that is open for one year, with the capability of searching 10 parameters – name or legal and you can update throughout the year with no additional charge. Since most of our projects last more than a year, the particular file associated with the parcels would close long before the project and acquisition stage was complete. We would incur new costs every year to set up files for updates on parcels that Right of Way and/or Legal are still negotiating which would also place a heavy burden on staffing to set up the new files. Another difference is the time they have indexed for each county: Brevard 1/2/1985; Flagler 9/1/1988; Lake 5/1/1992; Marion 12/7/1981; Orange 10/16/1979; Osceola 10/1/1993; Seminole 10/30/1980; Sumter 12/17/2007; Volusia 1/3/1984. Seven of the counties are not indexed as far back as The Fund; only 1 is indexed further back. Using Data Trace would require more time in the counties researching back title. Data Trace does not have images available prior to 1979 in our counties, except for 2 (one back to the 50s and the other back to 1887, but that county has images through the county website back to 1887 and we do not pay for that access). Data Trace has a charge per document image they provide, which would range between \$.60 and \$.75. Data Trace does not have a monthly publication, nor an underwriting guide nor webinars/seminars. Data Trace does not have or allow Title Plant access. Based on District 5's title department structure, such a service would be incompatible with our procedures.

Based on the above information, and considering 95% or more of District 5's title work is done "In-house", Attorney's Title Fund is the compatible choice for providing title services for District 5, while also providing the most cost and time effective search products and additionally adding valuable and, at times, essential services not provided for by other title search companies.

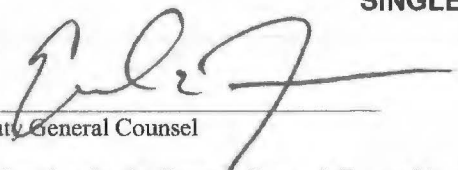
Approved By: (names & titles, as appropriate to Post on Vendor Bid System (VBS), e.g., requestor, requestor management, information systems, budget, purchasing):

Suzette K. Heles
Authorized Signature, Title Survey Title & Documents Supervisor

Central Office Legal Review:

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Deputy General Counsel

Legal review by the Deputy General Counsel is required prior to posting. Please coordinate with District Legal Counsel prior to submission to the Deputy General Counsel, MS-58.

Prospective vendors are requested to provide information regarding their ability to supply the commodities or contractual services described. If it is determined in writing by the agency, after reviewing any information received from prospective vendors, that the commodities or contractual services are available only from a single source, the agency shall:

1. Provide notice of its intended decision to enter a single-source purchase contract in the manner specified in s.120.57 (3) F.S.