SINGLE SOURCE AWARD **BID # SS-8113-20**

Subject: Daptiv Subscription Services - Project Portfolio Management Software

Department: Information Technologies Division

Description of Purchase:
Recommend approval to retroactive the period of service from April 1, 2020 to date of award.

Recommend approval of Single Source Award to Daptiv Solutions, LLC for the purchase to renew Daptiv Subscription Services - Project Portfolio Management Software. Period of service will be from date of award through April 10, 2021. Total expenditure not to exceed $71,162.00.

Funding for this award to be encumbered by account 53101.113001.531180, to be executed by purchase order(s).

Single Source Award To: Daptiv Solutions, LLC

Price Justification: See Attached

Total Award: $71,162.00 **Requisition #** N/A

Attachments: Single Source Form; Vendor Letter, Vendor Quote

Certification as to Single Source: Kenneth Lathrop, Chief of Information Technologies Division/CIO

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

ANALYST: Ruben Ola

for **Gregory Pease, Chief**
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE
"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY

DATE: _____

APPROVED _____ **DISAPPROVED** _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-114, Revised 12/2007

INFORMATION TECHNOLOGIES DIVISION

CITY OF JACKSONVILLE

DATE: March 9, 2020

TO: Greg Pease, Chief of Procurement Division

TG 3/11/20 **THRU:** Kenneth E. Lathrop, Chief of Information Technologies / CIO Kenneth E. Lathrop

FROM: Thomas Ossi, Technology Contract and Records Manager Thomas Ossi

RE: **Daptiv Subscription Services Renewal – Single Source Request**

The Information Technologies Division (ITD) is requesting approval for a single source purchase to renew Daptiv Subscription Licenses from Daptiv Solutions, LLC. Daptiv is ITD's Project Portfolio Management (PPM) software used to track projects, tasks, and resources. The Subscription Services include various types of licenses for team members, administrators, reporting tools, and software connectors, as listed in the attached quote, QUO-04014. The period of coverage for the licenses is from April 1, 2020, through April 10, 2021.

Daptiv Solutions, LLC. is the only source available to purchase Daptiv products and services. Internet research conducted found that there are no other sources available to purchase Daptiv products and services, and Daptiv Solutions has provided a single source letter for verification.

This purchase will be made via purchase order.

The total not-to-exceed amount for this request is $71,162.00.

FUNDING SOURCE:53101.113001.531180.000000.00000000.00000

Your favorable consideration of this request is appreciated.

Attachments: Single Source Request
Vendor Quote QUO-04014
Vendor Single Source Letter

CC: Elizabeth Brown, IT Operations Manager
Michael Turner, PMO Manager
Alexander Ciprian, IT Contract Administrator

FINANCE AND ADMINISTRATION DEPARTMENT
214 N. Hogan St. 9th Floor | Jacksonville, FL 32202 | Phone: 904.255.8000 | Fax: 904.232.6932

SINGLE SOURCE REQUEST

Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a Supplier subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):

The Information Technologies Division (ITD) is requesting approval for a single source purchase to renew Daptiv Subscription Licenses from Daptiv Solutions, LLC. Daptiv is ITD's Project Portfolio Management (PPM) software used to track projects, tasks, and resources. The Subscription Services include various types of licenses for team members, administrators, connectors, and reports. All license descriptions and quantities are listed in the attached quote, QUO-04014. The period of coverage for the licenses is from April 1, 2020, through April 10, 2021.

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:

Daptiv is ITD's current PPM software, which is integrated with the City's Time and Attendance System (TAS). Daptiv Solutions is the only source available to purchase Daptiv products and services.

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:

Internet research conducted found that there are no other sources available to purchase Daptiv products and services. Daptiv has provided a single source letter to verify that they are the only source for Daptiv products and services.

DP US

Daptiv Solutions LLC
1111 Third Avenue, Suite 700
Seattle WA 98101
United States
Tax ID 27-2963916

daptiv

Quote #	QUO-04014
Date	1/14/2020
Due Date	2/13/2020
Currency	USD

ORDER

This Order incorporates by reference and is governed by the Subscription Services Agreement between Changepoint and related subsidiaries, at the address identified above, and the customer identified below under Bill To Company. In the event of conflict, the terms of this Order shall control over the terms of the Agreement.

SUBSCRIBER INFORMATION

Bill to
Michael Turner
Information Technologies Division
CITY OF JACKSONVILLE
214 N. Hogan St

Ship To
Kale Newsome, Accounts Payable Supervisor
CITY OF JACKSONVILLE Finance Division
117 W. Duvall Street
Suite 375

Primary Contact

Name _____

Email _____

Phone _____

Accounts Payable Contact

Name _____

Email _____

Phone _____

PO Number: _____ The terms of any PO submitted in conjunction with this Order, which are conflicting or additional to the terms of this Order, shall be null and void.

SUBSCRIPTION TERM:

Start Date	End Date
4/1/2020	4/10/2021

SUBSCRIPTIONS SERVICES:

Description	Start Date	End Date	Term (Years)	Qty	Rate	Annual Rate	Amount
DPU1SUAD02 Daptiv PPM Team Member User Subscription 1Y	4/11/2020	4/10/2021	1	109	299.52	299.52	32,647.69
Daptiv PPM Standard - Legacy	4/11/2020	4/10/2021	1	25	599.04	599.04	14,976.00
Daptiv PPM Standard	4/11/2020	4/10/2021	1	1	599.04	599.04	599.04
Executive/View Only - Legacy	4/11/2020	4/10/2021	1	10	119.81	119.81	1,198.10
Daptiv PPM Admin	4/11/2020	4/10/2021	1	2	1,098.24	1,098.24	2,196.48
Daptiv PPM Admin	4/11/2020	4/10/2021	1	6	1,098.24	1,098.24	6,589.44
DPU1SUBI01 - Changepoint Analytics Author User Subscription	4/11/2020	4/10/2021	1	2	624.00	624.00	1,248.00
DPU1SUBI01 - Changepoint Analytics Author User	4/11/2020	4/10/2021	1	1	624.00	624.00	624.00

INVOICING AND PAYMENT:

Subscriber hereby accepts the "Subscription Services" and "Professional Services" upon execution of this Order and agrees to pay Changepoint the Total Subscription Amount as set forth above, plus any applicable taxes, on a pro rata, annual basis, with payment due on or before the subscription term. For any Professional Services, Subscriber agrees to pay the Total Services Amount set forth above per the terms of the SOW. For any invoices that are not paid when due, Company reserves the right to impose a late payment charge equal to the lesser of 1 ½% per month of the unpaid balance or the maximum rate allowed by law (as well as exercise other remedies set forth in the Agreement). Upon renewal, the annualized Total Subscription Amount associated with this Order shall increase 4% or the then-current year-over-year increase in the Consumer Price Index (CPI-U), whichever is greater.

ACKNOWLEDGE AND AGREED

Customer:

Signature _____

Name _____

Title _____

Company:

Signature _____

Name _____

Title _____

Daptiv Solutions LLC
1111 Third Avenue, Suite 700
Seattle WA 98101
United States
Tax ID 27-2963916

daptiv™

Quote #	QUO-04014
Date	1/14/2020
Due Date	

Description	Start Date	End Date	Term (Years)	Qty	Rate	Annual Rate	Amount
Subscription							
Daptiv Connect Platform	4/11/2020	4/10/2021	1	1	5,000.00	5,000.00	5,000.00
Daptiv Connect Ð Connection	4/11/2020	4/10/2021	1	1	3,000.00	3,000.00	3,000.00
Daptiv Connect Ð Connection	4/1/2020	4/10/2021	1.03	1	3,083.25	3,000.00	3,083.25

Total $71,162.00

daptiv

November 26, 2019

Michael Turner
City of Jacksonville, FL
214 N. Hogan Street, 9th floor
Jacksonville, FL 32202

Dear Mr. Turner,

This letter is to confirm that Daptiv PPM is a proprietary product of Daptiv Solutions LLC, and that Changepoint is the only vendor able to provide certified Daptiv PPM Implementation and Integration Services utilizing Daptiv Connect.

If you have further questions, please contact your Changepoint customer success manager or sales representative.

Sincerely,

Scott Mahan
Chief Executive Officer
Scott.Mahan@changepoint.com
206-239-7172

p.206.341.9117
www.changepoint.com

1111 Third Avenue, Suite 700
Seattle, WA 98101