PROPRIETARY AWARD **BID # SP-0293-17**

Subject: Maintenance Services for Business Office Management System and STAC Case Management System

Department: Information Technologies Division

Description of Purchase:
Recommend approval of Proprietary award to Computer Information and Planning, Inc., for the maintenance of the custom software for the Business Office Management System (BOMS) and the STAC Case Management System. The period of service will be October 1, 2016 through September 30, 2017, with a total expenditure not to exceed $73,945.00.

Funding for this award will be encumbered by account AFIT531CSCS-04662 to be executed by Purchase Order.

Sole Source Award To: Computer Information and Planning, Inc.

Price Justification: See Attached

Total Award: $73,945.00 **Requisition #** 198759

Attachments: Proprietary Form; Vendor's Quote; Vendor's Letter

Certification as to Sole Source: Kenneth Lathrop, Chief of Information Technologies Division

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

ANALYST: Chelsey Renfroe

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

REQ98759
FORMAL

SOLE SOURCE/PROPRIETARY REQUEST

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

REQUESTING AGENCY (DEPT./DIVISION): Information Technologies Division

PROPRIETARY ☒

SOLE SOURCE ☐

FUNDING SOURCE: AFIT531CSCS - 04662

BRIEF DESCRIPTION OF GOODS/SERVICES:
Maintenance for custom software for Business Office management System (BOMS); STAC (case tracking system), and system modification hours, period of service October 1, 2016 through September 30, 2017 includes telephone support, updates to system, on-line service calls

AMOUNT OF PROJECT (attach quote): $73,945.00

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):
STAC Enterprise Edition Maintenance - $58,195.00
BOMS Enterprise Edition Maintenance - $15,750.00

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED PROPRIETARY/SOLE SOURCE PROVIDER:
Software is customized to how this office operates. Both pieces of software interact with each other. BOMS is also designed to fit specific requirements, from the State of Florida Comptroller and People's First.

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:
Both programs are now used by approximately 35 of the 40 State Attorney and Public Defender offices. Computer Information and Planning Inc.is the only provider of these written programs and they maintain the exclusive copyright and trade secrets for these products and shall remain the sole property of vendor.

T.O. 9/19

Submitted by: PAUL FREEMAN (Name) ENTERPRISE APPLICATIONS MGR (Title)

Date: 9-16-2016

Requesting Agency's Director's Signature:

KEL 9-21-2016
JSP 9/19/16

Procurement Division **September, 2008**

Computer Information & Planning, Inc.
Information Management Consultants

P O Box 600515
Jacksonville Florida, 32260
Telephone (904) 880-0804
admin@cipi.net

September 15, 2016

OFFICE OF THE STATE ATTORNEY
FOURTH JUDICIAL CIRCUIT
311 West Monroe Street
Jacksonville, Florida, 32202

Maintenance quote for the STAC Case Management System Enterprise Edition and the Business Office Management System Enterprise Edition.

STAC Enterprise Edition Maintenance - $58,195.00
BOMS Enterprise Edition Maintenance - $15,750.00

Option 1: Onetime fee of $73,945.00 due in October of 2016
Option 2: $88,734.00, twelve monthly installments of $7,394.50 due on the last day of each month, beginning October 31st, 2016.

Computer Information & Planning, Inc.
Information Management Consultants

P.O. Box 600515
Jacksonville, Florida, 32260
Telephone (904) 880-0804
admin@cipi.net

September 14, 2016

OFFICE OF THE STATE ATTORNEY
FOURTH JUDICIAL CIRCUIT
311 West Monroe Street
Jacksonville, Florida, 32202

To Whom It May Concern:

Computer Information & Planning, Inc. designed and developed the STAC Case Management System Enterprise Edition and the Business Office Management System Enterprise Edition and is the only company entitled to provide maintenance and support for this product. Title of all intellectual property rights, including copyright and the trade secrets of the product shall remain the sole property of Computer Information & Planning, Inc.

Sincerely,

Eliane Sant'Anna
President

QWS3270X 9/27/2016 8:11 AM

FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/27/2016

LINK TO: ACCOUNT SUMMARY INQUIRY 8:10 AM

FISCAL MO/YEAR : 12 2016 CURRENCY CODE :

INDEX CODE : AFIT531CSCS INFORMATION TECHNOLOGIES

SUBOBJECT : 04662 HARDWARE/SOFTWARE MAINTENANCE & LICENSES

PROJECT :

PROJECT DETAIL :

GRANT :

GRANT DETAIL :

USER CODE :

S	SEPT 2016	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	1,011,490.53	1,011,490.53
EXPENDITURES	32,303.57	289,733.80	289,733.80
ENCUMBRANCES	204,927.75	527,318.67	527,318.67
PRE-ENCUMBRANCES	-254,342.06	122,145.00	122,145.00
REMAINING BALANCE	17,110.74	72,293.06	72,293.06

F1-HELP F2-SELECT F4-PRIOR F5-NEXT

F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND