SOLE SOURCE AWARD **BID # SS-0284-17**

Subject: Annual Maintenance for DataWorks Barcoding/Armband Inmate Tracking System

Department: Sheriff

Description of Purchase: Recommend approval of sole source award to DataWorks Plus, LLC for annual maintenance and support for DataWorks Barcoding/Armband Inmate Tracking System. Period of service is from October 1, 2016 through September 30, 2017. Total expenditure amount not to exceed of $67,967.62.

Funding Source: SHPS011SSIT-04662 - To be encumbered by purchase order

Sole Source Award to: DataWorks Plus, LLC

Price Justification: See Attached

Total Award: $67,967.62 **Requisition #:** 197988

Attachments: Sole Source Form, Vendor Letter & Quote, Previous Award

Certification as to Sole Source: Michelle E. Cook, Director, Jacksonville Sheriff's Office

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

Analyst: Annette L. Burney

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

REQ. 197988

939

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): JSO / CID / ISM

PROPRIETARY ☐

SOLE SOURCE ☑

FUNDING SOURCE: SHPS011SSIT - 04662

BRIEF DESCRIPTION OF GOODS/SERVICES:
Dataworks Barcoding/Armband Inmate Tracking System Annual Maintenance. Periods: 10/1/16-9/30/17

AMOUNT OF PROJECT (attach quote): $67,967.62

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL)
Licensing, software and hardware support for the Inmate Tracking System for 2017.

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:
Dataworks Plus is the creator, owner and exclusive maintenance provider of these applications. No other Vendor is authorized to service or maintain these products.

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOOD/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:
Dataworks does not allow other vendors to sell or service their products. We have researched the availability of other sources for these items and there are none that will interface with our existing system.

Submitted by: George Chakhtoura IT, CAU, and Fusion Senior Technology Executive
(Name) (Title)

Date: 10/3/2016

Requesting Agency's Director's Signature: Michelle E Cor

Procurement Division September, 2008

DataWorks Plus, LLC
728 N. Pleasantburg Drive
Greenville, SC 29607

866-632-2780 (Toll-Free)
864.672.2780 (P)
864.672.2787 (F)

MAINTENANCE AND SUPPORT AGREEMENT

AGENCY: **Jacksonville Sheriff's Office**
711 Liberty Street
Jacksonville, FL 32202

TERM: **Start: 10/1/16** **End: 9/30/17**

24X7 SOFTWARE AND HARDWARE SUPPORT: (AMOUNT: $67,967.62)

- 24X7 Telephone Support: 2 Hour Response
- Remote Dial-in Analysis
- Free Remote SOFTWARE Updates for DataWorks Plus Applications During Normal Business Hours – does not include Operating System
- Overnight Shipping for Defective HARDWARE with Remote Installation Assistance
- Free yearly account call review upon request

THIS QUOTE IS VALID THROUGH 11/15/2016.

Covered Hardware purchased prior to 2011:
Twenty-one (21) Motorola MC9090G Scanners FINAL YEAR OF COVERAGE
- Hardware Maintenance Cost (includes cradles): $10,536.96
- Software Maintenance Cost: $5,880.00

Seven (7) 4-Slot Cradles FINAL YEAR OF COVERAGE
Fourteen (14) Cradles FINAL YEAR OF COVERAGE
Four (4) Trim Die Hole Punches
- Hardware Maintenance Cost: $420.00

Four (4) Rivet Tools
- Hardware Maintenance Cost: $168.00

Five (5) Laminators
- Hardware Maintenance Cost: $402.50

Four (4) Armband Photo Die Cutters
- Hardware Maintenance Cost: $392.00

Hardware purchased from DWP Job Number 11-155: FINAL YEAR OF COVERAGE
Hardware Maintenance Cost (includes cradles): $6,307.84
Software Maintenance Cost: $3,784.00
Eleven (11) Motorola MC9090 Scanners
- Serial Numbers: 1115300502798, 1119400502625, 1121900504667, 1115300502804, 1121900504599, 1121900504668, 1115300502901, 1121900504614, 1121900504672, 1115800506419, 1220200201217

Eleven (11) Motorola MC9090 Cradles

Hardware purchased from PO# 209353, DWP Job Number 12-01759: FINAL YEAR OF COVERAGE
Hardware Maintenance Cost (includes cradles): $8,320.00
Software Maintenance Cost: $5,600.00
Twenty (20) Motorola MC9190 Scanners
- Serial Numbers: 1220500501499, 1219100503654, 1219100503629, 1224200503989, 1219100503674, 1220500501518, 1220500501499, 1220500501510, 1220500501547, 1220500501535, 1217700503153, 1217700503144, 1217700503191, 1217700503195,

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1220500501517, 1217700503154, 1217700503158, 1217700503165, 1217700503209, 1220500501500

Hardware purchased from PO# PO408626, DWP Job Number 14-00705:
Hardware Maintenance Cost (includes cradles): $8,599.92
Software Maintenance Cost: $6,145.99
Twenty-three (23) Motorola MC9190 Scanners

- Serial Numbers: 1418300507199, 1418300507188, 1418100505646, 1418100505669, 1418300507192, 1418300507196, 1418300507163, 1418300507130, 1418300507126, 1418300507121, 1418300507131, 1418300507108, 1418300507127, 1418300507122, 1418300507123, 1418300506889, 1418300506885, 1418300506886, 1418300506887, 1418300506880, 1418300506879, 1418300507189, 1418300506883

Six (6) Motorola MC9090 Cradles

Hardware purchased from PO# PO509356, DWP Job Number 15-00655:
One (1) 4 Slot Charging Cradle

Covered Software:
One (1) Inmate Tracking Manager Server Edition

- Software Maintenance Cost: $2,363.93

Fifty-two (52) Inmate Tracking Manager Software Client Editions
One (1) Armband Production System Interface

- Software Maintenance Cost: $3,887.86

Four (4) PhotoManager™ Armband Production Stations; (2) at PDF, (1) CTC, (1) MCC

- Software Maintenance Cost: $5,040.00

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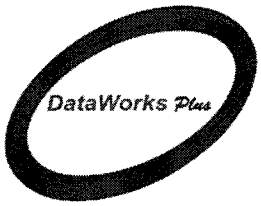

866-632-2780 (Toll-Free)
864.672.2780 (P)
864.672.2787 (F)

1. REPORTING A PROBLEM TO DATAWORKS PLUS:

1.1 The ***Jacksonville Sheriff's Office*** can contact Technical Support using either of the following options:
- Toll-free telephone support **(866-632-2780, dial "3" for Customer Support)**
- Email: ***support@dataworksplus.com***
- Customers can also generate web-based support tickets by visiting: ***www.dataworksplus.com/support***.

1.2 The ***Jacksonville Sheriff's Office*** should use our toll-free number to report problems that require immediate attention. To expedite the problem, the ***Jacksonville Sheriff's Office*** needs to have readily available, the machine name or IP address of HARDWARE or SOFTWARE with the problem, the type of SOFTWARE with the issue and a sample record number.

2. DATAWORKS PLUS RESOLUTION PROCESS: (SEE ADDENDUM/EXCLUSIONS)

2.1 DATAWORKS PLUS Technical Support Team will open a ticket in our tracking system as acknowledgment of an issue reported to us. The ***Jacksonville Sheriff's Office*** can request the ticket number for their tracking purposes.

2.2 DATAWORKS PLUS Technical Support will connect to the system remotely to determine the problem and resolution.

- DATAWORKS PLUS will contact the ***Jacksonville Sheriff's Office*** upon closure of the ticket.
- DATAWORKS PLUS will, at no additional expense to the ***Jacksonville Sheriff's Office***, correct any failures of the covered SOFTWARE to meet its specifications.

2.3 If the remote site support does not satisfactorily resolve the problem, DATAWORKS PLUS may choose to send a qualified technician to your site to correct the problem. The decision to send a technician onsite will be at the sole discretion of DATAWORKS PLUS and will be done at no additional expense to the ***Jacksonville Sheriff's Office***.

3. DATAWORKS PLUS RESPONSIBILITIES TO SOFTWARE:

3.1 DATAWORKS PLUS will, at no additional expense to the ***Jacksonville Sheriff's Office***, provide all enhancements, additions and updates to the SOFTWARE. The ***Jacksonville Sheriff's Office*** can contact our Technical Support team to schedule SOFTWARE updates for any SOFTWARE purchased from DATAWORKS PLUS. All SOFTWARE updates should be scheduled during normal business hours. Fees for non-business hours updates can be provided as needed.

- ✓ DATAWORKS PLUS warrants that its products are free from viruses. Any virus introduced to the ***Jacksonville Sheriff's Office's*** system by DATAWORKS PLUS will be remedied at the sole expense of DATAWORKS PLUS.

4. JACKSONVILLE SHERIFF'S OFFICE'S RESPONSIBILITIES:

4.1 Maintenance does not cover virus protection or system failure due to virus infection. The on-site system administrator is responsible for Operating System updates and Anti-virus SOFTWARE updates. The ***Jacksonville Sheriff's Office*** will be responsible for any damage or failure caused by a computer virus. In the event that a system becomes infected and the ***Jacksonville Sheriff's Office*** requires

assistance, DATAWORKS PLUS will assist the ***Jacksonville Sheriff's Office*** on a time and materials basis. Systems that have been infected can contact DATAWORKS PLUS to assist with rebuilds after they have completed a complete virus scan and malware scan of the system.

4.2 However, the ***Jacksonville Sheriff's Office*** can, at no additional expense, contact our technical support team for assistance in setting the proper exclusions for anti-virus solutions provided by the ***Jacksonville Sheriff's Office***.

4.3 The ***Jacksonville Sheriff's Office*** is responsible for providing a backup solution and ensuring that backups are being conducted. The ***Jacksonville Sheriff's Office*** can, at no additional expense, contact DATAWORKS PLUS support to configure SQL backups to disk or USB drive. DATAWORKS PLUS encourages customers to provide a 3rd party backup solution.

4.4 The ***Jacksonville Sheriff's Office*** is responsible for the proper use of consumables for the HP printers covered under the agreement. Please note the following: DATAWORKS PLUS cannot recommend the use of non-HP print cartridges and other consumables, either new or remanufactured. Any damage caused by a non-HP print cartridge is not covered under this maintenance agreement.

5. <u>DATAWORKS PLUS HARDWARE RESPONSIBILITIES:</u> (The section below relates to HARDWARE listed on this contract that is covered by DATAWORKS PLUS)

5.1 DATAWORKS PLUS will, at no additional expense to the ***Jacksonville Sheriff's Office***, repair or replace any piece of covered HARDWARE that malfunctions due to normal wear and tear based on manufacturer specifications at the time of purchase. This does not cover HARDWARE malfunctions due to acts of God, abusive damage or accidents, or HARDWARE/HARDWARE components replaced at the discretion of the ***Jacksonville Sheriff's Office***.

5.2 This contract does not include consumable items such as (but not limited to) batteries, printer paper, printer ribbons, toner, photographic paper, print heads, magnetic tapes, or transfer ribbons for printers. This applies only to customers who have purchased printers from DATAWORKS PLUS and those printers are under a current support agreement.

5.3 DATAWORKS PLUS reserves the right to replace any piece of covered HARDWARE with the same or comparable model if the existing model is no longer available. The decision to replace HARDWARE is at the sole discretion of DATAWORKS PLUS.

5.4 DATAWORKS PLUS reserves the right to discontinue coverage for printers that become "general use" printers, instead of printers used exclusively for DATAWORKS PLUS applications. In this event, DATAWORKS PLUS will honor the terms in this agreement but may discontinue coverage upon contract renewal.

5.5 DATAWORKS PLUS will, at no additional expense to the ***Jacksonville Sheriff's Office***, provide next-day delivery (except Sundays and Holidays, in which case, delivery will be scheduled for the next business day) of a replacement unit for any piece of covered HARDWARE that malfunctions due to normal wear and tear. DATAWORKS PLUS will provide next-day delivery by UPS Red Label, FedEx Priority Overnight, or a similar service. Replacement units will be loaned to the ***Jacksonville Sheriff's Office*** until DATAWORKS PLUS has repaired the failed unit or until DATAWORKS PLUS makes the decision to provide a permanent replacement.

DataWorks Plus, LLC
728 N. Pleasantburg Drive
Greenville, SC 29607

866-632-2780 (Toll-Free)
864.672.2780 (P)
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5.6 DATAWORKS will provide telephone assistance for connectivity for defective HARDWARE listed below: Camera equipment, panner sets, keyboards, external disk drives, monitors, mice.

5.7 DATAWORKS PLUS will, at no additional expense to the ***Jacksonville Sheriff's Office***, provide all computer-related and firmware updates as deemed necessary, for all computer equipment purchased from DATAWORKS PLUS and all DATAWORKS PLUS SOFTWARE applications. Additional charges may apply for firmware upgrade for mobile devices.

6. CONNECTIVITY:

6.1 DATAWORKS PLUS can provide remote connectivity SOFTWARE (such as VNC or Remote Desktop) necessary to provide remote site support. The ***Jacksonville Sheriff's Office*** is responsible for providing a VPN or direct-inward-dial telephone line. DATAWORKS PLUS is not responsible for any annual or monthly SOFTWARE fees for connectivity purposes.

7. ADDITIONAL TRAINING:

7.1 Upon request, DATAWORKS PLUS will provide a 30% discount on refresher training to the ***Jacksonville Sheriff's Office***. Quotes for training can be obtained by contacting Deanna Allen, Director of Technical Support, at 866 632 2780 x 6731.

8. ASSISTANCE BEYOND THE SCOPE OF THIS CONTRACT:

8.1 Additional engineering and support efforts by DATAWORKS PLUS, beyond the scope of this agreement, may be charged as follows. This may include any related travel and administrative expenses.

BILLABLE RATES
(Outside the scope of a current Maintenance and Support Agreement)

8 a.m. – 5 p.m. (M-F, local time)	$180 per hour, 2 hours minimum charge
After 5 p.m., Saturday, Sunday and Holidays	$260 per hour, 2 hours minimum charge

9. CONTRACT CANCELLATION:

9.1 The ***Jacksonville Sheriff's Office*** through written notification to DATAWORKS PLUS may cancel this maintenance/support agreement. Any unused portion of the maintenance/support costs listed on this contract will be refunded to the ***Jacksonville Sheriff's Office*** at a pro-rated amount.

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***See Addendums A and B for information on moving SOFTWARE licenses to new HARDWARE and Non-Maintenance Time and Materials Rates.*

If the Jacksonville Sheriff's Office requires the CJIS security addendum documentation for our support staff, please contact Support and this will be sent at the earliest.

DATAWORKS PLUS

Federal ID: 57-1104887

Name: Jessica Mensing

Signature: Jessica Mensing

Date: March 8, 2016

Invoice: TBD

Jacksonville Sheriff's Office

Name: _____

Signature: _____

Title: _____

Date: _____

PO#: _____

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DATAWORKS PLUS 2016 INTERCONNECT CONFERENCE REGISTRATION FORM

☐ Please check the box if you would like to be billed for attending our 2016 InterConnect advanced training conference. This will be added to your maintenance invoice.

Price is $2,500.00 per individual and includes airfare and hotel accommodations. Money can be refunded as long as no tickets or confirmed reservations have been made.

_____	x	$2,500.00	=	_____
# Attendees	x	$2,500.00	=	Total

The total will be added to your maintenance invoice or you can request a separate invoice. Check our website regularly for more details.

www.DataWorksPlus.com

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ADDENDUM A

Occasionally, customers have a need to move our SOFTWARE licenses to new HARDWARE, either due to HARDWARE failure or simply as a HARDWARE upgrade. DATAWORKS PLUS considers application upgrades as a part of our standard maintenance plan. However, system moves are not covered under the plan. Customer should contact DATAWORKS PLUS for pricing for system moves. Customers who need to move SOFTWARE/databases to new HARDWARE will need to do the following:

1. Contact DATAWORKS PLUS at **866.632.2780 x6731** for pricing and scheduling;
2. Provide DATAWORKS PLUS with an equivalent HARDWARE solution as the original HARDWARE, with any SOFTWARE installed that was originally installed by the Agency;
3. Provide VPN access to the new system and the old system simultaneously until the move is complete;
4. Provide access to system backups and logs.
5. DATAWORKS PLUS understands that some Agencies prefer to handle application license moves to customer owned HARDWARE without DATAWORKS PLUS assistance. In this instance, it is the Agencies responsibility to notify DATAWORKS PLUS so that maintenance coverage will continue for the license(s). The following information should be given to DATAWORKS PLUS to update license information on the maintenance record:
    - Previous machine name and IP
    - New machine name and IP

- DATAWORKS PLUS is not responsible for providing on-site assistance in the event of customer provided hardware failure.
- DATAWORKS PLUS is not responsible for engineering/development work to reconstruct corrupt databases due to customer-provided hardware failure, or failure due to viruses/malware.
- Customers who wish to schedule license moves and/or hardware upgrades may contact DATAWORKS PLUS for fees and scheduling.
- Customers may contact us for pricing for a maintenance uplift plan that includes software license moves.
- Our standard rates of $180 per hour, 2 hour minimum, will apply for any installation or deployment related support issues after the initial training and installation for Kiosk.

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864.672.2787 (F)

ADDENDUM B- REFERENCE ONLY

DATAWORKS PLUS
Non-Customer Time and Materials Information Sheet

DATAWORKS PLUS regrets that your Agency will no longer continue with a standard maintenance contract and hope to work with you as a regular maintenance customer in the future. To assist you during this time, please review the following "Time and Materials" procedures listed below:

- If technical assistance is needed, please contact DATAWORKS PLUS at 866.632.2780 x 3. The rate for T&M customers is as follows:

BILLABLE RATES
(Without a Maintenance and Support Agreement)

8 a.m. – 5 p.m. (M-F, local time)	$225 per hour, 2 hours minimum charge
After 5 p.m., Saturday, Sunday and Holidays	$450 per hour, 2 hours minimum charge

- DATAWORKS PLUS will open a ticket for your Agency but will need a purchase order before proceeding. Typically, this purchase order will be for the two-hour minimum listed above.
- Upon receipt of the purchase order, our technicians will connect to your site to determine the cause of the problem and an estimate of time for resolution.
- If the problem can be resolved during the two-hour minimum time-frame listed in the purchase order, we will proceed with the repair. DATAWORKS PLUS support technicians will contact your Agency before going above the time limit issued by your Agency.
- If the problem requires HARDWARE to resolve, DATAWORKS PLUS will issue your Agency a quote for the HARDWARE separately, provided the HARDWARE is not listed as obsolete by DATAWORKS PLUS. T&M agencies are responsible for shipping costs for the replacement HARDWARE.
- Upon closure of the ticket, DATAWORKS PLUS will issue an invoice with the purchase order given at the time of the initial call. Please note that agencies with current maintenance contracts will get priority in our support tracking system. However, we are happy to give agencies a time-frame for resolution.
- DATAWORKS PLUS does not provide on-site support for non-maintenance customers.
- DATAWORKS PLUS does not provide SOFTWARE upgrades for non-maintenance customers.

It is our desire to assist agencies in a timely fashion and to the satisfaction of those agencies. Please sign and return this letter along with your PO as acknowledgement to this agreement.

Agency Name: _____

Name: _____

Signature: _____

Title: _____

Date: _____

PO#: _____

DataWorks Plus

A Leader In Criminal Justice & Law Enforcement Technology

DataWorks Plus
728 N. Pleasantburg Dr.
Greenville, SC 29607
Fax: (864)672-2787
www.dataworksplus.com

August 19, 2016

To Whom It May Concern,

This letter is to confirm that Dataworks Plus LLC is the sole vendor that can supply or maintain the software used with the systems located at the Jacksonville County Sheriff's Office. DataWorks Plus LLC owns all rights and Source Code to the Inmate Tracking Software. No other Vendor is authorized to service or maintain our software products. This software is specifically designed to provide the integration necessary for the systems to function as needed for the Jacksonville County Sheriff's Office.

Please call if I can help in any way!

Sincerely,

Jessica Mensing

Jessica Mensing
Contract Specialist
P: 864-672-6726
F: 864-672-2787
Toll Free: 866-632-2780
www.DataWorksPlus.com
jmensing@dataworksplus.com

SOLE SOURCE AWARD BID # SS-0297-16

Subject: Dataworks Barcoding/Armband Inmate Tracking System Annual Maintenance

Department: JACKSONVILLE SHERIFF'S OFFICE

Description of Purchase:
Recommend approval of Sole Source award to DataWorks Plus for the licensing, software and hardware support for the inmate tracking system for the Jacksonville Sheriff's Office. Total annual expenditure not to exceed $68,269.00.

Funding for this award to be encumbered by account SHPS011SSIT-04662 to be executed by purchase order.

Sole Source Award To: DataWorks Plus

Price Justification: See Attached

Total Award: $68,269.00 **Requisition #**: REQ177431

Attachments: 1) Sole Source Form; Vendor Quote; Requisition

Certification as to Proprietary Source: MICHELLE COOK, DIRECTOR OF PERSONNEL AND PROFESSIONAL SERVICES

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

Analyst: KATHERINE C. NASWORTHY

GREG PEASE, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE*** 10-8-15

ACTION OF AWARDING AUTHORITY DATE: 10/08/15

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

FORM GB-113, Revised 12/2007

OFFICE OF THE SHERIFF
ORDER REQUEST FORM

Request For: ISM/JSO (Work Unit) | CID (Division) | Personnel / Pro Stds (Dept.)

Requestor: David Medina (Name) | 7860 (ID #) | 904-630-7142 (Phone) | 10/3/2016 (Date)

Deliver To Location: 501 E. Bay Street, Catherine Street Loading Doc, Att: Kevin Sines, Jacksonville, Fl. 32202

Item No.	Description and Model No.	JSO Stock No.	QTY.	Unit Cost	Total
1	24X7 Software and Hardware Support DataWorks Barcoding/Armband Inmate		1	$ 67,967.62	$ 67,967.62
2	Tracking Maintenance Period: 10/01/2016 - 09/30/2017				
3					
4					
5					
6					
7					
8					
9					
10					
11					
12	SOLE SOURCE				
13	Replaces PO#601892				
14	Previous FY W/O 182555				
15	W/O# 196891				
				TOTAL REQUEST	$ 67,967.62

Suggested Vendor: DataWorks Plus Vendor Phone: 864-672-2780

Vendor Address / E-mail: JaxPro Vendor #00000962

☐ Proprietary
☐ Sole Source

If Proprietary / Sole Source, attach appropriate form and letter from vendor.

Special funding to be used for this purchase?
☐ Loan Pool / Banking Fund
☐ Grant *
☐ Trust Fund *

* Enter name and # of Grant or Trust Fund

Justification / Repetitive Request Authorization / Notes:

2017 Maintenance: Inmate Tracking -- Terms: 10/1/16-9/30/17

Approvals:

1. George Chakhtoura (Signature) | 74391 (ID #) | 10/3/2016 (Date)
2. Signature | ID # | Date
3. Signature | ID # | Date
4. Signature | ID # | Date

Required approval level (per General Order 54):
$0 to $2,500 - Assistant Chief or higher
$2,501 to $5,000 - Chief or higher
$5,001 or more - Director or higher

Budget Office Use Only
Index | Subobject
Analyst | Date