SINGLE SOURCE AWARD **BID # SS-10128-21**

Subject: Daptiv Subscription Services - Project Portfolio Management Software

Department: Information Technologies Division

Description of Purchase:
Recommend approval of Single Source Award to Daptiv Solutions, LLC for the purchase to renew Daptiv Subscription Services - Project Portfolio Management Software (PPM) used to track projects, tasks, and resources. The Subscription Services include various types of licenses for team members, administrators, and software connectors. Period of service will be from April 11, 2021 through April 10, 2022. Total expenditure not to exceed $65,018.15.

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: $65,018.15 **Requisition #** FAIT-500679-21

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

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: February 22, 2021

TO: Greg Pease, Chief of Procurement Division

THRU: Kenneth E. Lathrop, Chief of Information Technologies /CIO

Kenneth E. Lathrop — Digitally signed by Kenneth E. Lathrop Date: 2021.02.25 16:21:56 -05'00'

FROM: Thomas Ossi, Technology Contract and Records Manager

THOMAS OSSI — Digitally signed by THOMAS OSSI Date: 2021.02.23 11:24:18 -05'00'

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

The Information Technologies Division (ITD) requests 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, and software connectors, as listed in the attached quote, QUO-05202. The period of coverage for the licenses is from April 11, 2021, through April 10, 2022.

Daptiv Solutions, LLC. is the only source available to purchase Daptiv products and services. Internet research conducted found 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 $65,018.15.

FUNDING SOURCE: 53101.113001.531180

Tracy Geake — Digitally signed by Tracy Geake Date: 2021.02.24 08:18:41 -05'00'

Your favorable consideration of ITD's request is appreciated.

Attachments: Single Source Request
Supplier Quote # QUO-05202
Supplier Single Source Letter

CC: Ginny Zuckero, Applications Development Project Manager
Paul Freeman, Enterprise Applications Manager
Elizabeth Brown, IT Operations Manager
Alexander Ciprian, IT Contract Administrator

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) requests 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, and software connectors. All license descriptions and quantities are listed in the attached quote, QUO-05202. The period of coverage for the licenses is from April 11, 2021, through April 10, 2022.

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 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-05202
Date	1/15/2021
Due Date	3/10/2021
Currency	USD

ORDER

This Order incorporates by reference and is governed by the Subscription Services Agreement between Company, as identified above, and related subsidiaries, 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. This order shall be contractually binding between Company and Customer as of the Effective Date noted above.

SUBSCRIBER INFORMATION

Bill to
Elizabeth Brown
Information Technologies Division
CITY OF JACKSONVILLE
117 West Duval Street
Suite 375

Ship To
Kale Newsome, Accounts Payable Supervisor
CITY OF JACKSONVILLE Finance Division
214 North Hogan Street
9th Floor

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
4/11/2021	4/10/2022

SUBSCRIPTIONS SERVICES:

Description	Start Date	End Date	Term (Years)	Qty	Rate	Annual Rate	Amount
DPU1SUAD02 Daptiv PPM Team Member User Subscription 1Y	4/11/2021	4/10/2022	1	98	311.50	311.50	30,527.09
Daptiv PPM Standard - Legacy	4/11/2021	4/10/2022	1	26	623.00	623.00	16,198.04
Daptiv PPM Admin	4/11/2021	4/10/2022	1	6	1,142.17	1,142.17	6,853.02
Daptiv Connect Platform	4/11/2021	4/10/2022	1	1	5,200.00	5,200.00	5,200.00
Daptiv Connect Ð Connection	4/11/2021	4/10/2022	1	2	3,120.00	3,120.00	6,240.00

Total $65,018.15

INVOICING AND PAYMENT:

Subscriber hereby accepts the "Subscription Services" and "Professional Services", as applicable, upon execution of this Order and agrees to pay Company the Total Subscription Amount as set forth above, plus applicable taxes. For 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 late payment charges equal to the lesser of 1½% per month of the unpaid balance or the maximum rate allowed (as well as exercise 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. In the event this is not returned to Company signed by due date above, contracts including auto-renewal will renew and be invoiced at the amount quoted.

ACKNOWLEDGE AND AGREED

Customer:

Signature _____

Name _____

Title _____

Company:

Signature _____

Name _____

Title _____

daptiv

February 19, 2021

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

DP US

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

daptiv

Quote #	QUO-05202
Date	1/15/2021
Due Date	3/10/2021
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ACKNOWLEDGE AND AGREED

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Signature _____

Name _____

Title _____

Company:

Signature _____

Name _____

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