SINGLE SOURCE AWARD **BID # SS-10157-21**

Subject: PortSys Total Access Control, Enterprise User License

Department: Sheriff's Office

Description of Purchase:
Recommend approval of a single source award to PortSys, Inc. for Total Access Control, Enterprise User License, 3-Year subscription. Period of service is from June 29, 2021 through June 28, 2024. Total not-to-exceed expenditure for the period is $177,276.00.

Funding Source: 00111.552104.546620.000000.00000000.00000.0000000 – to be processed via purchase order.

Single Source Award To: PortSys, Inc.

Price Justification: See attachment

Total Award: $177,276.00 **Requisition #:** PSSS-501806-21

Attachments: Agency Letter, Single Source Form, Vendor Letter and Quote

Certification as to Single Source: Tammy Morris, Director of Corrections

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

Analyst: Olive Wallace-Cohen

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 _____

Jacksonville Sheriff's Office

MIKE WILLIAMS, SHERIFF

Serve • Protect • Community

To: Gregory Pease
Chief of Procurement

Thru: Bill Clement, CPA
Chief of Budget

From: Derrick Lewis
Director of Services

Subject: Single Source Award – Portsys

Date: February 22, 2021

The Jacksonville Sheriff's Office is requesting a single source award with Portsys for Total Access Control, Enterprise User License, 3-year subscription. The total not to exceed expenditure amount is $177,276.00. The charge account is 00111.552104.546620.000000. Attached is the single source request, single source document and their proposal. The request will be processed through a purchase order.

Please let me know if you need any additional information.

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):

Total Access Control, Enterprise User License, 3 year Subscription. Subscription includes 24 x 7 x 365 Support Effective:
June 29, 2021 - June 28, 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:

Portsys is the sole provider of Total Access Control (TAC) software, no other companies are authorized to produce and sell their products.

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:

Portsys does not allow other companies to resell maintenance on their products which is an industry standard.

Procurement Division

March, 2020

PORTSYS®

23 February 2021

Nancy Fraser
Jacksonville Sheriff's Office
Information Systems Management

Dear Nancy,

Please be advised that PortSys, Inc. is the sole developer and direct supplier of Total Access Control to its customers.

If you have questions or require anything more related to the subscription renewal, Total Access Control, or PortSys, Inc., please don't hesitate to contact me.

Sincerely,

Suzanne Spellman
Operations Manager
781-996-4923
PortSys, Inc.
201 Boston Post Road West, Suite 205
Marlborough, MA 01752-4667

PORTSYS™

Company Address	201 Boston Post Road West Suite 205 Marlborough, MA 01752-4667 US	Created Date	1/21/2021
		Expiration Date	3/31/2021
		Quote Number	00001529

Prepared By	Suzanne Spellman	Contact Name	David George
Phone	(781) 996-4923	Phone	(904) 630-2299
Email	suzanne.spellman@portsys.com	Email	david.george@jaxsheriff.org
Fax	(781) 207-0404		

Bill To Name	Office of The Sheriff, City of Jacksonville	Ship To Name	Office of The Sheriff, City of Jacksonville
Bill To	City of Jacksonville Finance and Administration Accounts Payable 117 W Duval Street, Suite 375 Jacksonville, FL 32202 United States	Ship To	Office of the Sheriff Professional Standards 501 Bay Street - Catherine St. Loading Dock Jacksonville, FL 32202 United States
End User Name	Office of The Sheriff, City of Jacksonville		

Product	Line Item Description	Sales Price	Quantity	Discount	Total Price
SFT-TAC-VM		USD 0.00	2.00		USD 0.00
TAC - Total Access Control License	Total Access Control, Enterprise User License, 3YR Subscription / Note: Subscription includes 24 x 7 x 365 Support / Effective: 29 Jun 2021 - 28 Jun 2024	USD 208.56	1,000.00	15.00%	USD 177,276.00

Terms and Conditions	1) All prices are FOB origin 2) Customer is responsible for all applicable taxes, duties and freight. Customer may request carrier of their choice and should include customer's account number for chosen carrier. 3) Payment terms require prepayment for customers with no credit history with PortSys. 30 day terms otherwise. Prices and payment in US dollars unless otherwise noted. Prices subject to change without notice. 4) All products sold as a service are subject to the terms and conditions contained within the Master Subscription Agreement.	Subtotal	USD 208,560.00
		Discount	15.00%
		Total Price	USD 177,276.00
		Grand Total	USD 177,276.00