SINGLE SOURCE AWARD **BID # SS-0265-19**

Subject: Software Maintenance & Support for FAMIS & BPREP Software

Department: Information Technologies Division

Description of Purchase:
Recommend approval to ratify award from October 1, 2018 through date of award.

Recommend approval of single source award to Cogsdale Corporation, for the support and maintenance for FAMIS and BPREP software for the Information Technologies Division. Period of service will be from date of award through September 30, 2019. Total requested expenditure not to exceed $114,863.22.

Funding for this award to be encumbered by account AFIT531FERP-03118, to be executed purchase order(s).

Single Source Award To: Cogsdale Corporation

Price Justification: See Attached

Total Award: $114,863.22 **Requisition #** 241938

Attachments: Single Source Form; Vendor Quote; Vendor Letter

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: Chelsey Fleming

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

SINGLE SOURCE 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

FUNDING SOURCE: AFIT531FERP - 03118

BRIEF DESCRIPTION OF GOODS/SERVICES:
Software Maintenance and support for FAMIS & BPREP software. This provides Accounting the ability to process invoices, procure goods and services, receive & process payments, maintain department budgets, and report City fiscal transactions.

AMOUNT OF PROJECT (attach quote): ~~$114,865.00~~ $114,863.22
JSP 10/3/18

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):
Purchase Maintenance & Technical Support renewal for FAMIS/BPREP software for one year. Period of coverage October 1, 2018 through September 30, 2019. Includes all software updates and upgrades for the Financial Management System.

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:
Cogsdale Holdings is the developer and sole manufacturer of the FAMIS application software and sole provider of the software maintenance and support. Vendor has the full rights for the software code.

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:

Market research conducted for additional vendors to provide the same service. None founded
Vendor memo attached.

J. Oh 10/2/18

Submitted by: Paul Freeman — Enterprise Applications Mgr
(Name) (Title)

Date: 10-3-2018

JSP 10/3/18

Requesting Agency's Director's Signature:

KEL 10-3-2018

Procurement Division ____

March, 2017

COGSDALE

3 October 2018

COGSDALE CORPORATION QUOTATION

Please see the below quotation for Maintenance and Support for your upcoming renewal.

Customer: City of Jacksonville

Renewal Date: October 1st, 2018 to September 30th, 2019

Renewal Date: October 1st, 2019 to September 30th, 2020

Product	2018 - 2019	2019 - 2020
Online FAMIS Accounting	$ 83,639.11	$ 90,158.38
Online FAMIS Budgeting	$ 22,303.31	$ 24,041.75
Online FAMIS Systemwide	$ 8,920.80	$ 9,616.13
	$114,863.22	$123,816.26

Please note:

- Cogsdale has implemented new procedures that prevents us from paying third party vendors until we receive payment from our customers.
- Invoices will be delivered in advance of renewal.
- This quotation does not include subsequent purchases or applicable taxes.

Pleases return the signed quotation to cmacnevin@cogsdale.com no later than October 10th , 2018.

Client Signature	Cogsdale Signature
Signed by:	Signed by:
Date:	Date:

www.cogsdale.com

3 Lower Malpeque Road
Charlottetown, PE C1E 1R4

O: 800 533 9690

Tom Ossi, Technology Contract and Records Manager
City of Jacksonville - Information Technology Division
214 N. Hogan Street, 9th Floor
Jacksonville, FL 32202

Re: Cogsdale Corporation's Sole Source Justification for the FAMIS Financial Management System

Date: September 27, 2018

Dear Tom,

This letter confirms Cogsdale Corporation (Cogsdale) is the sole-source provider of software maintenance (annual renewal of technical support plus software update/upgrades) for the following products currently utilized by the City of Jacksonville:

- Cogsdale FAMIS Financial Management System

If you have any further questions, please contact me at 1-800-533-9690, extension 62197 or by email at lperna@cogsdale.com.

Sincerely,

Linda Perna
Director of Support
Cogsdale Corporation

QWS3270X 10/12/2018 8:48 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 10/12/2018
LINK TO: ACCOUNT SUMMARY INQUIRY 8:48 AM

FISCAL MO/YEAR : 01 2019 CURRENCY CODE :
INDEX CODE : AFIT531FERP FINANCIAL SYSTEM / ERP
SUBOBJECT : 03118 SOFTWARE HOSTING SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	OCT 2018	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	1,791,289.00	1,791,289.00	1,791,289.00
EXPENDITURES	.00	.00	.00
ENCUMBRANCES	.00	.00	.00
PRE-ENCUMBRANCES	114,863.22	114,863.22	114,863.22
REMAINING BALANCE	1,676,425.78	1,676,425.78	1,676,425.78

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND