

**LEGISLATIVE #**

**120630**

# CITY OF GAINESVILLE, GENERAL GOVERNMENT METHOD OF SOURCE SELECTION

DATE: 12/10/2012

DEPARTMENT: Gainesville Police Department  
DIVISION: IT

CONTACT: Dave Duda  
EXTENSION: 393-7750

PURCHASE/PROJECT AMOUNT: \$143,100.68

COST TERM: (annual, quarterly, etc.)

ONE-TIME, SINGLE PURCHASE

CONTRACT/PURCHASE ORDER/AGREEMENT/PROJECT

TERM BEGIN/END DATES: 2/1/2013/1/31/2014

CITY COMMISSION APPROVAL REQUIRED \*:  NO \*  YES, DATE:

If No and purchase is \$50,000 or greater, indicate Purchasing Policy exception section: \_\_\_\_\_

\* Purchasing Policy #060732, Section 7: Purchases Requirement City Commission Approval

7.1 Every purchase of an item of supplies, materials, equipment, contractual services, or extension(s) to existing contracts costing in excess of \$50,000 shall require the approval of the City Commission, except that no prior approval shall be required for the following: (see policy for list)

DESCRIPTION OF THE MATERIAL OR SERVICE TO BE PROVIDED: Annual Maintenance Fees

PROPOSED VENDOR/CONTRACTOR NAME: Sungard HTE, Inc

ADDRESS 1000 Business Center Dr

CITY, STATE, ZIP Lake Mary, FL 32746

## INDICATE ONE METHOD OF SOURCE SELECTION

OTHER AGENCY\*: Purchasing Policy #060732, Section 6.3(c) Materials, equipment or services purchased under state or federal contracts or other public agency cooperative purchasing opportunities.

\* When utilizing other public agency competitive purchasing opportunities you must obtain and attach a copy of all elements of the "other agency" bid award:

- o Invitation to Bid
- o Bid Record
- o Awarded Bid Response(s)
  - Vendor name
  - Commodities/services awarded
  - Award price
- o Complete Contract

UTILITY: Purchasing Policy #060732, Section 6.3(d) Utility services when the subject utility is the only available source of such service.

CONTRACTURAL: (PROFESSIONAL SERVICES\*) Purchasing Policy #060732, Section 6.3(e) Contractual services of a professional\* nature whose cost does not exceed \$50,000, except as required by State law and except for legal services in connection with litigation involving the City. Continuing contracts for professional services of indefinite duration shall be reviewed for appropriateness with regard to the quality of the service and the competitiveness of the cost. Such review shall be the responsibility of the appropriate charter officer and his/her designee and shall be conducted not less than every five years.

\* Services which involve extended analysis, the exercise of discretion and independent judgment in their performance, and an advanced, specialized type of knowledge, expertise, or training customarily acquired either by a prolonged course of study or equivalent experience in the field.

Written detailed justification is required and must be attached to the signed Method of Source Selection form.

EMERGENCY: Purchasing Policy #060732, Section 6.3(f) Emergency purchases, at the discretion of the (City) Manager, where the circumstances of the emergency do not permit sufficient time to obtain competitive quotes.

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DATE: 12/10/2012

**WAIVED SITUATIONS:**

Written detailed justification is required and must be attached to the signed Method of Source Selection form.

- ONLY APPROVED: Purchasing Policy #060732, Section 5(o) – Only one source meets the stated requirements of a specification based on a thorough qualitative and/or quantitative evaluation.

REQUISITIONER/REQUESTER **shall provide a detailed description and justification in writing and include** with supporting documentation as to why the vendor/contractor is the ONLY APPROVED SOURCE to provide the commodity/service. **Attach** all supporting documentation, including detailed written justification to the Method of Source Selection form for review and approval or rejection by the applicable listed City approving authorities.

- SOLE SOURCE: Purchasing Policy #060732, Section 5(r) – The only source through which materials or services may be purchased.

REQUISITIONER/REQUESTER **shall provide a detailed description and justification in writing and include** with supporting documentation as to why the vendor/contractor is the SOLE SOURCE to provide the commodity/service. **Attach** all supporting documentation to the Method of Source Selection form for review and approval or rejection by the applicable listed City approving authorities.

- SPECIFIED SOURCE: Purchasing Policy #060732, Section 5(s) – A source selected without competitive bidding for justifiable reasons.

REQUISITIONER/REQUESTER **shall provide a detailed description and justification in writing and include** with supporting documentation as to why the vendor/contractor is the SPECIFIED SOURCE to provide the commodity/service. **Attach** all supporting documentation to the Method of Source Selection form for review and approval or rejection by the applicable listed City approving authorities.

**The REQUISITIONER/REQUESTER hereby attests (certify under oath) that he/she took part in the procurement represented and that he/she is independent of, and have no conflict of interest in, the entity evaluated and selected. He/she recommends that competitive bidding be waived and that the material or service be purchased from the vendor indicated based on the existence of a non-competitive situation as described and attached in detail hereto.**

Written detailed justification is required and must be attached to the signed Method of Source Selection form.

	_____	_____
	REQUISITIONER/REQUESTER	Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	_____	_____
	DEPARTMENT (DIVISION) HEAD SIGNATURE	Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	_____	_____
	LEADERSHIP TEAM (DEPARTMENT HEAD) SIGNATURE	Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	_____	_____
	EXECUTIVE TEAM (LEADERSHIP TEAM) SIGNATURE	Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	_____	_____
	CHARTER OFFICER (EXECUTIVE TEAM) SIGNATURE	Date

# **CITY OF GAINESVILLE, GENERAL GOVERNMENT METHOD OF SOURCE SELECTION**

DATE: 12/10/2012

**Written detailed justification as required for the selection above.**

We are requesting that the City Commission give approval for the issuance of a purchase order to SunGARD for the annual maintenance for GPD's Records Management System. The manufacturer is the original installer and is the only one who can maintain the program and send updates. This system is used throughout the department. With the maintenance support it will maintain the total integration of the current records management system data and also the integrity of the Master Name database. This system is a licensed program.



Code	Customer	Contract #	Application	Qty	2/1/12-1/31/13	2/1/13-1/31/14
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Site License Base Records Management System	1	\$ 23,685.00	\$ 24,158.70
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Basic Accident Module - Site License	1	\$ 1,576.00	\$ 1,607.52
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI RMS Map Display and Pin Mapping License - Site License	1	\$ 3,708.00	\$ 3,782.16
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Site License Mugsshot Display Software License	1	\$ 3,708.00	\$ 3,782.16
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Document Scanning and Storage	1	\$ 1,854.00	\$ 1,891.08
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Accident Wizard Base Server License	1	\$ 927.00	\$ 945.54
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Accident Wizard Workstation Site License	1	\$ 1,934.00	\$ 1,991.98
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	Intelligence Analysis Module	1	\$ 649.00	\$ 661.98
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Notification Module - Site License	1	\$ 4,835.00	\$ 4,727.70
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Training Module - Site License	1	\$ 1,576.00	\$ 1,607.52
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Property and Evidence Module - Site License	1	\$ 2,317.00	\$ 2,363.34
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Crime Analysis Module - Site License	1	\$ 2,317.00	\$ 2,363.34
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Bar Coding Server License - Site License	1	\$ 1,576.00	\$ 1,607.52
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Bar Coding Hand-Held Client License (Each)	2	\$ 591.00	\$ 602.82
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Agency Asset Management Module	1	\$ 989.00	\$ 1,008.78
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Integrated CAD Messaging Software Switch	1	\$ 3,708.00	\$ 3,782.16
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Base Mobile Server Software Client	1	\$ 7,787.00	\$ 7,942.74
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Client License for Message Switch - Site License	1	\$ 2,472.00	\$ 2,521.44
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Police to Citizen Annual Browser Fee	1	\$ 2,472.00	\$ 2,521.44
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI MCI Client for Digital Dispatch - Site License	1	\$ 9,054.00	\$ 9,245.28
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Mobile Client Maps	200	\$ 6,592.00	\$ 6,723.84
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI License of Incident/Offense Field Reporting Module Client	1	\$ 9,054.00	\$ 9,245.28
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Mobile Accident Reporting Without Video Site License	1	\$ 5,768.00	\$ 5,893.36
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Mobile Field Reporting Site - LAN Version	1	\$ 8,240.00	\$ 8,404.80
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Review Module for Field Reporting	1	\$ 5,768.00	\$ 5,893.36
52541G	GAINESVILLE POLICE DEPARTMENT	5254 Main	OSSI Bridge 911	1	\$ 1,854.00	\$ 1,891.08
52541G	GAINESVILLE POLICE DEPARTMENT	20060335	OSSI RMS Carine Tracking Module	1	\$ 890.00	\$ 897.60
52541G	GAINESVILLE POLICE DEPARTMENT	20060335	OSSI Carine Module in MFR	1	\$ 288.00	\$ 293.76
52541G	GAINESVILLE POLICE DEPARTMENT	071427	OSSI Handheld Citation Module Site License	1	\$ 9,600.00	\$ 9,792.00
52541G	GAINESVILLE POLICE DEPARTMENT	090309	RMS Interface from Motorola Printak CAD to Sungard's OSSI MFR	1	\$ 1,200.00	\$ 1,224.00
52541G	GAINESVILLE POLICE DEPARTMENT	091590	OSSI MCI Client PDA	3	\$ 240.00	\$ 244.80
52541G	GAINESVILLE POLICE DEPARTMENT	091590	OSSI Handheld Citation Module	3	\$ 240.00	\$ 244.80
52541G	GAINESVILLE POLICE DEPARTMENT	100399	OSSI Professional Standards (Internal Affairs) Module Client	1	\$ 2,800.00	\$ 2,856.00
52541G	GAINESVILLE POLICE DEPARTMENT	120132	OSSI - Problem Oriented Policing Module - 30	1	\$ -	\$ 1,040.00
52541G	GAINESVILLE POLICE DEPARTMENT	120132	OSSI - Problem Oriented Policing MFR Module - SITE	1	\$ -	\$ 2,000.00
52541G	GAINESVILLE POLICE DEPARTMENT	120404	OSSI - Intelligence Module - Tier 6*	1	\$ -	\$ See below
<b>TOTAL</b>					<b>\$ 136,534.00</b>	<b>\$ 142,100.68</b>

Code	Customer	Contract #	Application	Qty	Annual Fee	Prorate 10 mos.
52541G	GAINESVILLE POLICE DEPARTMENT	120404	OSSI - Intelligence Module - Tier 6*	1	\$ 1,200.00	\$ 1,000.00
<b>TOTAL</b>					<b>\$ 1,200.00</b>	<b>\$ 1,000.00</b>

Code	Customer	Contract #	Application	Qty	Upon Completion
52541G	GAINESVILLE POLICE DEPARTMENT	2010-2973	OSSI RMS Custom Modification - FHP Citation Interface	1	\$ 640.00
<b>TOTAL</b>					<b>\$ 640.00</b>

NOTES: A 2% increase will be applied to your maintenance support for 2013.  
Please budget accordingly.  
The prorated fee for this application will be billed as noted.