



CITY OF COCONUT CREEK

FINANCE AND ADMINISTRATIVE SERVICES
PETA-GAY LAKE, DIRECTOR

4800 WEST COPANS ROAD
COCONUT CREEK, FLORIDA 33063

RECEIVED

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CITY OF COCONUT CREEK
CITY CLERK DEPARTMENT

November 24, 2021

NOTIFICATION OF INTENT TO AWARD A SOLE SOURCE PURCHASE

The City of Coconut Creek, Florida and its Utilities & Engineering Department intend to issue a Sole Source award to VertiGIS North America Ltd. for the procurement of Geocortex - Infrastructure maintenance management software. Details regarding the intended vendor and product are as follows:

Vendor Information:

Vendor Name: VertiGIS North America Ltd.
Vendor Contact: Peter McLaren
Address: 300-1117 Wharf Street

City/State/Zip: Victoria, BC - Canada V8W 1T7
Phone: (888) 578-5545

Product/Service Specifications: N/A

Manufacturer: VertiGIS North America Ltd. Model No.: N/A

Description: The City is looking for an infrastructure management software. It must not be cloud-base and it must work with the City's existing work order system - CommunityPlus. Geocortex, a web GIS framework for ESRI's ArcGIS platform. This software will allow staff to submit work orders from field operations, route them, and track them in real time.

The City of Coconut Creek, Florida requests that prospective vendors provide information regarding their ability to supply the named product. Any vendor who believes that they possess an equal to or better product shall submit a written **Statement of Disagreement** outlining their reasons and concerns in detail along with sufficient documentation to substantiate their claim that their offering meets or exceeds the specifications of the intended product.

Statements of Disagreement shall be received by the Office of the City Clerk, Coconut Creek Government Center, 4800 West Copans Road, Coconut Creek, Florida 33063, on or before **5:00 p.m. EST on Monday, December 6, 2021.**

Please be advised that City Hall is closed on Fridays and on holidays observed by the City. Normal business hours are between 7:00 a.m. and 6:00 p.m., Monday through Thursday.

Sole-Source/Single-Source Justification

It is unlawful for a public servant, with corrupt intent to obtain a benefit for any person or to cause unlawful harm to another, to circumvent a competitive bidding process required by using a sole-source contract for commodities or service. Florida Statute, Chapter 838.22

Sole Source Definition:

A source selected for the purchase of goods or service over \$3,000.00 when there are no other sources capable of providing the goods or services except for the one selected.

Single Source Definition:

A source selected for the purchase of goods or service over \$3,000.00 due to the compatibility of equipment, replacement parts, training, warranty, or some other unique purpose even though other sources are available.

Sole Source/Single Source purchases of \$50,000 or more require City Commission approval.

General Info	Vendor Info	Goods/Service Info	Authorization
Requesting Dept: UTILITY OPERATIONS	Requestor's Name: MONROY,CLAUDIA		
Today's Date: 10/27/2021	Requestor's Title: ADMINISTRATIVE ASSISTANT		
Total Amount: \$77,691.49	IT Related Purchase: <input checked="" type="radio"/> Yes <input type="radio"/> No		
Description of Product or Service: Geocortex - Infrastructure maintenance management software. The amount is the total for 5 years.			
Or if based on usage not to exceed approved budgeted funds:			
Fund: 0144	Account: 6414	Project Code:	
Initial Contract Term:	to:		
Renewal Terms:	to:		
	to:		
Vendor Name:	VertiGIS North America Ltd.		
Vendor Contact:	Peter McLaren		
Street Address:	300-1117 Wharf Street		
City:	Victoria		
State:	BC - Canada		
Zip:	V8W 1T7		
Email Address:	peter.mclaren@vertigis.com		
Phone (TYPE #s ONLY NO DASHES):	(888) 578-5545		
Fax (TYPE #s ONLY NO DASHES):	(250) 381-8132		

Please check all statements applicable to the purchase of the particular good/service you are requesting as a sole or single source purchase:

- Sole provider of a licensed or patented good or service.
- Sole provider of items that are compatible with existing equipment, inventory, systems, programs or services.
- Sole provider of goods and services for which the City has established a standard.
- Sole provider of factory-authorized warrant service.
- Sole provider of software maintenance/annual fees on existing software or web-based subscription
- Sole provider of goods or services that will meet the specialized needs of the City or perform the intended function (attach documentation).
- None of the above apply. A detailed explanation and justification for this sole source request is attached.

Product/Service Specifications:

Geocortex - a web GIS framework for Esri's ArcGIS platform.

Manufacturer:

VertiGIS North America Ltd.

Model No:

Software

Features Requirements:

List the major features/capabilities that are required. What unique design/performance features does this good or provider of the services have that are essential to your requirements? Provide a brief technical explanation as to why these features are essential. Identify the manufacture/model of your existing equipment, if applicable.

The City is looking for an infrastructure maintenance management software. It must not be cloud-based and it must work with the City's existing work order system, CommunityPlus. Geocortex, a web GIS framework for Esri's ArcGIS platform, is the only known software that meets both requirements. This software will allow staff to submit

Competing Brands Investigated:

Did you consider other goods or providers of services with similar capabilities? Indicate specific brands/models of competitors' products that were investigated and describe why not meet listed Features Requirements. List all contact names and phone numbers for competitors.

Yes. The City considered other vendors. Dude Solutions and Cityworks were reviewed. Both vendors offered a cloud-based software. Moreover, both vendors could not work with the City's existing work order system. Therefore, these vendors could not meet City requirements.

Brand Name Source:

Is the specific brand/model being recommended for procurement available from more than one source (i.e. more than one dealer or distributor)? If yes, list all ruled out vendors, who were ruled out, and the contact name and phone numbers of those vendors.

No. VertiGIS North America Ltd. is the sole developer and distributor of Geocortex. See attached letter from vendor.

Statement of Need:

My department's recommendation for sole source is based upon an objective review of the product/service required and appears to be in the best interest of the City. I know of no interest on my part or personal involvement in any way with this request. No gratuities, favors or compromising action have taken place. Neither has my personal familiarity with products, brands, type of equipment, materials or firms been in deciding influence on my request to sole source this purchase when there are other known suppliers to exist. I have attached pertinent documentation showing what market research was conducted to preclude other items from consideration.

Policy:

Sole sources purchases exceeding \$50,000 require City Commission approval. If in one year or over the life of the contract terms combined, the amount exceeds \$50,000, this execution shall require City Commission approval. A Notification of Intent to Award a Sole Source/Single Source will be posted electronically for at least 7 business days as per Section 287.05(3)(c), Florida Statute as amended from time to time.

Requestor:	<input type="text" value="Monroy, Claudia"/>	Date:	<input type="text" value="11/01/2021"/>
Department Director:	<input type="text" value="Elshami, Osama"/>	Date:	<input type="text" value="11/09/2021"/>
IT Approval:	<input type="text" value="Porras, Francisco"/>	Date:	<input type="text" value="11/09/2021"/>
Procurement Manager:	<input type="text" value="Jeethan, Linda"/>	Date:	<input type="text" value="12/07/2021"/>
Finance Director:		Date:	
City Manager:		Date:	