

**SSP#201307-234 Cartegraph Software**



**NOTICE OF INTENT TO DECLARE SINGLE FEASIBLE SOURCE SSP#201307-234**

<b>ORIGINATING OFFICE:</b>	<i>Taney County Road &amp; Bridge Department</i>
<b>PERSON(S) REQUESTING:</b>	<i>Randy Haes, Road &amp; Bridge Coordinator – Taney County</i>
<b>DATE RELEASED:</b>	<i>Wednesday July 31, 2013</i>
<b>RESPONSE DEADLINE / DISCUSSION DATE:</b>	<i>Thursday August 22, 2013 @ 9:00 AM</i>
<b>CONTACT PHONE NUMBER:</b>	<i>417-546-7268</i>
<b>DISCUSSION LOCATION:</b>	<i>Taney County Commission Hearing Room Forsyth, Missouri 65653</i>

Any/all discussions concerning this process to declare Sole Source will be held in front of the Taney County Commission, on above date & time. Interested parties as well as the public in general are welcome. A final determination to declare will be made shortly thereafter in lieu of, or lack thereof, alternatives being presented.

Vendor Name	<i>Cartegraph</i>
Vendor Address	<i>3600 Digital Dr. Dubuque, Iowa 52003</i>
Vendor Phone	<i>800-688-2656</i>
Service Description	<i>Operations Management Software (Upgrade)</i>
Estimated Cost	<i>Approx. / but not limited to: \$53,446.00 (Over 3-Years)</i>

The following is a list of questions to be answered when making sole source requests. This is a formal document for submission to the County Commission. If a question is not applicable, please indicate N/A. Use layman's terms and avoid jargon and the use of acronyms.

1. Please check the reason(s) for this sole request:
  - Only Known Source-Similar service not available from another vendor
  - Equipment or service must be compatible with existing Equipment
  - Immediate purchase necessary to correct situation threatening life/property
  - Lease Purchase - Exercise purchase option on lease
  - Medical device or supply specified by physician
  - Used Equipment - Within price set by one/two appraisal(s) by disinterested party(ies)
  - Other - Software offers the following, but not limited to:
    - *Tracking Resources.*
    - *Maintaining Assets.*
    - *Receiving Requests.*
    - *Managing Workflow.*
    - *Communicating With Other Existing / New Enterprise Systems.*
    - *Renew / Upgrade Current Existing System.*
    - *Standard HTML5, CSS3, and JavaScript.*
  
2. Briefly describe the service you are requesting and its function. *Details as listed in question # 1 above as well as all other tasks listed within the remaining questions.*
  
3. Describe the unique features/compatibility of the service that precludes competitive bidding.  
*Cartegraph has been the Vendor of choice for this software for several years supplying the needed software currently in place to handle numerous operational management needs for the Taney County Road & Bridge Department as listed above. At present time the current contract has expired with an extension granted while we explore options. No other options have been discovered.*

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4. What research has been done to verify this vendor as the only known source? *It is common knowledge that there are no other software solutions as those offered by Cartegraph, available - especially no other Vendor who can deliver Standard HTML5, CSS3, and Java Script. Two meetings were held with this Vendor, one in person, and one conference call – taking up several hours to discuss / determine continuing / adding exact solutions for our exact needs. Calls were made to other counties including Greene County where a software system from another company is in place there. Said system is not offering the same required services we need – for them, Greene County. Boone County in Missouri as well as Clay County and Saline County have confirmed the fact that they are using Cartegraph and have for several years due to not being able to find any other company who can offer the same software solutions.*
5. Does this vendor have any distributors, dealers, resellers, etc. that sell their service to others?  
 Yes (please attach a list of known sources)  
 No
6. Must this service be compatible with present inventory/equipment, or in compliance with the manufacturer's warranty or existing service agreement? If yes, please explain. **YES.** *In fact Cartegraph has the unique ability, in addition to the previous listed services, to deliver the necessary upgrades to Taney County for existing software systems in order to accomplish a huge part of the tasks we are requiring within the Road & Bridge Department. Also being provided are required subscriptions, licenses, and training.*
7. Once this purchase is approved and processed, what additional upgrades/additions/supplies/etc. is anticipated / projected over the useful life of this product? *This is expected to be a 3 year term arrangement with eventual upgrades, additional tasks, and modifications to required processes.*
8. If this is an upgrade/add-on/supply/repair/etc. to existing equipment, how was the original equipment purchased (sole source or competitive bid)? *This information is unknown / not available at this time.* What additional, related, sole source purchases have occurred since the initial purchase? *None.* Please state previous purchase order number(s). *This information is unknown / not available at this time.*
9. How has this service been purchased in the past? (Sealed Bid, Sole Source, RFP, other) Please provide document numbers. *This information is unknown / not available at this time.*
10. What are the consequences of not securing this specific service? *Extensive increase in costs to the county, possible RSMo. violations due to not being capable of providing requested information within set timeframes required by law, jeopardy of losing all current levels of operational efficiency resulting in lost time, money, and fewer completed services for the residents of Taney County.*
11. List any other information relevant to the acquisition/continuation of this service. *Securing this service now, via renewal & upgrade, ensures a continuation of the current efficiency levels of operational management for the Road & Bridge Department but it will also open the door to allow desired new products such as "ArcMap / ArcGIS" mapping to be added / incorporated with our existing software and equipment.*

NOTE: If any possible viable competition has been established resulting from responses received during this process that meets / exceeds ALL requirements as set forth within this document please circle "YES" here and attach details in writing to this SSP. Otherwise a motion will be made by the Taney County Commission to finalize this declaration by a signature below designating listed Vendor on page 1, as a "Single Feasible Sole Source" available to provide those said services listed within this SSP as well as within any necessary or required approved contracts that may follow...

Commission Approval: \_\_\_\_\_  
Signature Date