



NOTICE OF INTENT TO DECLARE SINGLE SOURCE PROVIDER No. 201708-381

ORIGINATING OFFICE: Taney County Road & Bridge Department
PERSON(S) REQUESTING: Randy Haes, Road & Bridge Administrator
CONTACT PHONE : 417-546-7268
DATE RELEASED: Saturday August 5, 2017
DEADLINE / DISCUSSION DATE: Monday August 21, 2017 @ 9:30 AM
DISCUSSION LOCATION: Taney County Commission Hearing Room
132 David Street Forsyth, Missouri 65653

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	Cartegraph Systems, Inc.
Vendor Address	3600 Digital Dr. Dubuque, Iowa 52003
Vendor Phone	800-688-2656
Service Description	"OMS" = Operations Management Software (Upgrade)
Estimated Cost	\$94,500.00 (Covering 3 Years.)

The following is a list of questions to be answered when making sole source requests. This is a formal document for submission to the Taney 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.
2. Describe the unique features/compatibility of the service that precludes competitive bidding. *Cartegraph Systems, Inc. has been the Vendor of choice for Taney County Road & Bridge software needs for several years. They have supplied the needed software currently in place to handle numerous operational management needs for the Taney County Road & Bridge Department as listed above. Their Navigator model (we have now) has been in Maintenance Mode for over 2 years, which means no development being done, no enhancements, or future releases. Cartegraph will continue to support it but Navigator will not be ungraded to stay current with other programs (Windows, ESRI, ArcGis, SQL, etc). For these reasons we need to purchase available OMS systems upgrades now.*
3. What research has been done to verify this vendor as the only known source? *Much research was completed previous to SSP#201307234, in this SSP the needs are proprietary.*
4. Does this vendor have any distributors, dealers, resellers, etc. that sell their service to others?
 - Yes (please attach a list of known sources)
 - No

5. Must this service be compatible with present inventory/equipment, or in compliance with the manufacturer's warranty or existing service agreement?
YES... Cartegraph Systems - OMS supports a wider variety of client hardware types. In addition to the windows based laptop and desktop computers currently, it supports various handheld devices and operating systems, such as window tablets and I Pads. This allows for greater ease and integration with cameras and GPS. All of these options are significant, time saving, enhancements to Road & Bridge field operations.
6. Once this declaration is approved, what additional upgrades, additions, or supplies is anticipated or projected over the useful life of this product? *Subsequent to the initial purchases coving a three (3) year period, this is expected to be an ongoing arrangement with eventual upgrades, additional tasks, and modifications to required processes.*
7. If this is an upgrade/add-on/supply/repair/etc. to existing equipment, how was the original equipment purchased (sole source or competitive bid)? *Yes, this SSP is for upgrades. Original purchase was handled via SSP#201307-234.*
8. What additional, related, sole source purchases have occurred since the initial purchase? *Numerous, ongoing as covered by contract / agreement #C1307009-3.*
9. How has this service been purchased in the past? (Sealed Bid, Sole Source, RFP, other) Please provide document numbers. *Purchased via Sole Source Provider #201307-234 which included a signed agreement, #C1307009-3, term completed on July 16, 2017. Wording in said agreement allows for the County to continue purchasing the required ongoing products and services from Cartegraph Systems, Inc. after said date – at available pricing. However, to be totally transparent we are initiating this process to declare Cartegraph Systems, Inc. our continuing sole source provider for any/all future needs as detailed within this document.*
10. What are the consequences of not securing this specific service? *Extensive increase in costs to the County, 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. Additional reasons supporting the continuation of this service. *Securing these OMS improved capabilities 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 to be incorporated into our existing software and equipment while adding significant, time saving, enhancements to Road & Bridge field operations.*
12. How long is sole source approval necessary for this type of purchase? Is this a one-time purchase or is there an identified time period needed? *Subsequent to the initial purchases, coving a three (3) year period, any mutual agreement is expected to be ongoing until an alternate source identifies themselves with a better / less expensive solutions system(s).*

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

R.S.Mo. #50.783. 1. The County commission may waive the requirement of competitive bids or proposals for supplies when the commission has determined in writing and entered into the commission minutes that there is only a single feasible source for the supplies. Immediately upon discovering that other feasible sources exist, the commission shall rescind the waiver and proceed to procure the supplies through the competitive processes as described in this chapter. A single feasible source exists when:

- (1) Supplies are proprietary and only available from the manufacturer or a single distributor; or
- (2) Based on past procurement experience, it is determined that only one distributor services the region in which the supplies are needed; or
- (3) Supplies are available at a discount from a single distributor for a limited period of time.

2. On any single feasible source purchase where the estimated expenditure is three thousand dollars or over, the commission shall post notice of the proposed purchase. Where the estimated expenditure is five thousand dollars or over, the commission shall also advertise the commission's intent to make such purchase in at least one daily and one weekly newspaper of general circulation in such places as are most likely to reach prospective bidders or offerors and may provide such information through an electronic medium available to the general public at least ten days before the contract is to be let.

3. Notwithstanding subsection 2 of this section to the contrary, on any single feasible service purchase by any County of the first classification with more than one hundred fifty thousand but fewer than two hundred thousand inhabitants or any County of the first classification with more than two hundred sixty thousand but fewer than three hundred thousand inhabitants where the estimated expenditure is six thousand dollars or over, the commission shall post notice of the proposed purchase and advertise the commission's intent to make such purchase in at least one daily and one weekly newspaper of general circulation in such places as are most likely to reach prospective bidders or offerors and may provide such information through an electronic medium available to the general public at least ten days before the contract is to be let.

(L. 2005 H.B. 58, A.L. 2012 S.B. 729)