



**NOTICE OF INTENT
TO DECLARE
SINGLE SOURCE PROVIDER
No. 202103-471**

ORIGINATING OFFICE: Taney County Assessor's Office
PERSON(S) REQUESTING: Susan Chapman, Assessor
CONTACT PHONE : 417-546-7241
DATE RELEASED: Saturday, March 6, 2021
DEADLINE / DISCUSSION DATE: Monday, March 15, 2021
DISCUSSION LOCATION: Taney County Commission Hearing Room, 132 David Street, Forsyth, Missouri 65653

Any/all discussions concerning the process to declare a 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	Ulrich Software, Inc.
Vendor Address	204 N. Main, Nixa, Missouri 65714
Vendor Phone	417-425-6491
Service Description	Mobile Office Software
Estimated Cost	\$22,500 for 3 years and \$4,500 for the fourth (4) year & beyond

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 all that apply as 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 parties.
 - Other. (Explain.)

2. Describe the unique features/compatibility of the service that precludes competitive bidding. **The software was created to meet the needs of Taney County and it is part of the overall system the County Clerk, County Collector and the County Assessor.**

3. What research has been done to verify this vendor as the only known source? **This vendor can only supply software compatible with what is existing.**

4. Does this vendor have any distributors or dealers 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? If yes, please explain. **Purchase of additional upgrades, as needed.**
6. Once this declaration is approved, what additional upgrades, additions, or supplies is anticipated or projected over the useful life of this product? **The mobile application will integrate with GIS Mapping and will allow the Field Appraisers a way to find marked/unmarked parcels, and input data from the field into the main Ulrich Software program in the office. Seamless integration of all components and all systems updated by the next day.**
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)? **RFP #202005-450**
8. What additional, related, sole source purchases have occurred since the initial purchase? **Mobile Office Application will be the only purchase to present day.**
9. How has this service been purchased in the past? (Sealed Bid, Sole Source, RFP, other) Please provide document numbers. **By "as needed" purchasing**
10. What are the consequences of not securing this specific service? **The accuracy of the Field Appraiser will suffer. The Assessor had more employees and had a map printer, which are obsolete, in turn causing lower efficiency and hampering accuracy.**
11. Additional reasons supporting the continuation of this service. **Mobile data must sync and integrate among all County offices that use the Ulrich Software program.**
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? **The service has a yearly maintenance fee in the amount of \$1,500/year after the 1st 3 years.**

NOTE: If no possible viable competition has been established resulting from all efforts made during this request process which fully meets, or exceeds, all requirements as set forth within this document, we ask for a motion to be made by the Taney County Commission to finalize this request. Thereafter a signature below designating, and authorizing, _____ as the "Single Feasible Sole Source" available to provide / continue said products / services, to Taney County Missouri, as is listed throughout this document and within any final Agreement version to follow at a later date.

Approved By: Taney County Commission:

Mike Scofield, Presiding Commissioner

Date