



# CITY OF HOLLYWOOD, FLORIDA

## PROCUREMENT SERVICES DIVISION

### Sole Source Justification Form (Use for Purchases(s) in excess of \$1,000)

Per City of Hollywood Ordinance § 38.40 (C) (3) 'sole source' purchases are exempt from the competitive bid and competitive proposal requirements. Sole-source supplies and services, such as unique, patented, or franchised supplies or services, are exempt if the Director of Procurement Services determines, after a good faith review of available sources, that a particular supply or service is available from only one source.

Date 12/13/2017

Department/Office Information Technology

Division/Area S&P

Contact Person Angie Hein

Title Systems and Programming  
Manager

Phone 954-921-3215

Email ahain@hollywoodfl.org

2017 DEC 20 AM 9:27

CITY OF HOLLYWOOD  
PROCUREMENT SERVICES  
DIVISION

1. Requested Vendor Harris Corp

Vendor Number 28095

Address 62133 Collections Center Drive  
Chicago, IL 60693-0621

Contact Person Renata Stoochnoff

Title Accounting

Phone 613-226-5511

Email rstoochnoff@harriscomputer.com

2. Product/Service being requested (be specific). Renewal of GEMS annual maintenance

3. Detailed description of the product/service function and purpose. Telephone and software support of the City's Financial package - GEMS, as provided by Harris Corporation. Authorized to utilize Harris was given via R-2007-395.

4. Please explain in detail why this vendor is the sole source supplier for the required product/service. Be sure to explain the necessary features this vendor provides which are not available from any other vendor. Harris Computer owns the GEMS suite of software and is the only company that writes and maintains the software utilized for GEMS.

5. Please explain in detail what process the Department/Office took to verify that there are no other vendors or products/services available to perform the required function. GEMS is not offered not supported by any other software company.

*Procurement Service Division use only*

Requisition # R 254106  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P 231864  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)

6. Please submit supporting documentation from the vendor or other sources certifying that this vendor is a sole source for the required product/service being requested. For example, the vendor holds the distribution rights, productions rights, copyrights, trademark and/or patent:

☒ Vendor holds the exclusive rights for the product/service.

☒ Vendor is the sole provider of the product/service that has unique characteristics essential to the needs which no other product is capable.

☐ Product is replacing existing product and necessary to maintain warranty or service contract.

☐ Product is replacing existing product and is not interchangeable with any other product.

7. Total cost of the requested product/service? \$90,273.31

8. Total estimated annual (fiscal year) cost of requested product/service? \$90,273.31

Account Number(s) 57.1345.00000.590.003117

9. Is this product/service covered by a warranty? ☐ Yes ☒ No

If yes, please attach a copy of the warranty details.

10. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

☒ Yes ☐ No

If yes, please describe the related products/services and estimated cost(s.)

Additional annual maintenance renewals with Harris will be required until such a time that the City migrates to a different financial system.

11. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

☐ Yes ☒ No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.)  
N/A

12. Is this a grant related purchase? ☐ Yes ☒ No

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.) N/A

Will this require matching funds? ☐ Yes ☒ No

What is the grant source?

What is the grant (dollar) amount? N/A

13. Please complete an advanced search of the vendor recommended for award on the Federal Government's Excluded Parties List System at www.epls.gov.

*Procurement Service Division use only*

Requisition # R 254106  
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Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)

Date of Advanced Search 12/13/2017

Company Name(s) Searched  
Harris Corporation

Search Results  
None - using www.sam.gov

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### REQUESTING DEPARTMENT RECOMMENDATION

**WARNING:** Per Florida Statutes 838.22(2) – “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 law or rule by using a sole-source contract for commodities or services.


I recommend that the competitive quoting/bidding process be waived and that the goods/services be purchased as a sole source.

  
\_\_\_\_\_  
Contact Person's Signature

12-19-17  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Director's Signature (required over \$10,000)

12/14/17  
\_\_\_\_\_  
Date

APPROVAL (Procurement Service Division Use Only)			
Verified By:	<u>JE</u>	Date	<u>12/28/17</u>
Approved By:	<u>P. H. Z...</u>	Date	<u>1/3/2017</u>

Requisition # R 254106  
BPO  
(As Applicable)

*Procurement Service Division use only*  
Purchase Order # P 231864  
(As Applicable)

Blanket Purchase Order #  
  
(As Applicable)



Invoice **MN00105317**  
 Date **12/14/2017**  
 Page **1 of 1**

Remit To: Harris Enterprise Resource Planning, a division of N. Harris Corporation  
 62133 Collections Center Drive  
 Chicago, IL 60693-0621

**Bill to**

Hollywood, City of (FL)  
 Cathy Feller  
 2nd Floor, Public Library  
 2600 Hollywood Blvd.  
 Hollywood, FL 33022  
 USA

**Ship To**

Hollywood, City of (FL)  
 Cathy Feller  
 2nd Floor, Public Library  
 2600 Hollywood Blvd.  
 Hollywood, FL 33022  
 USA

PO Number	Customer No.	Salesperson ID	Shipping Method	Payment Terms
	HOL300		DELIVERY	MN FEB

Ordered	Item Number	Description	Unit Price	Ext Price
1.00	ERP-GEMS-FPM	RTS: February 2018 to January 2019	US\$4,332.07	US\$4,332.07
1.00	ERP-GEMS-FPM	FMS: February 2018 to January 2019	US\$54,338.72	US\$54,338.72
1.00	ERP-GEMS-FPM	SUP APPS: February 2018 to January 2019	US\$6,062.32	US\$6,062.32
1.00	ERP-GEMS-FPM	SYS SW: February 2018 to January 2019	US\$9,788.84	US\$9,788.84
1.00	ERP-GEMS-TPM	EOM: February 2018 to January 2019	US\$1,215.51	US\$1,215.51
1.00	ERP-GEMS-TPM	EAE Subscription: February 2018 to January 2019	US\$2,443.17	US\$2,443.17
1.00	ERP-GEMS-TPM	EAE Maintenance: February 2018 to January 2019	US\$5,396.85	US\$5,396.85
1.00	ERP-GEMS-TPM	BI: February 2018 to January 2019	US\$6,695.83	US\$6,695.83
			Subtotal	US\$90,273.31
			Misc	US\$0.00
			Tax	US\$0.00
			Freight	US\$0.00
			Trade Discount	US\$0.00
			Total	US\$90,273.31

Invoice Questions? Please call Renata Stoochnoff at 613-226-5511 ext 2195 OR e-mail  
 RStoochnoff@harriscomputer.com



Michael A. Richard  
1224 Fern Ridge Pkwy., Suite 100  
Creve Coeur, MO 63141

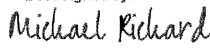
December 12, 2017

Angie Hein  
Systems and Programming Manager  
Department of Information Technology  
City of Hollywood  
2600 Hollywood Blvd.  
Hollywood, FL 33020

Dear Angie:

This letter is to advise that Harris ERP, a division of N. Harris Computer Systems, is the Sole Source Provider for support, maintenance, and licensing of the GEMS product. The design of the software is unique and Harris ERP is uniquely qualified to provide support, fixes and enhancements for these products.

Sincerely,

DocuSigned by:  
  
92DCE3B308A24DB..

Michael A. Richard  
Vice-President of Client Services



# City of Hollywood, Florida

## INTER-OFFICE MEMORANDUM

**Date:** December 13, 2017 NCS 18-016  
**To:** Paul Bassar, Contract Compliance Officer  
**Via:** Raheem Seecharan, Director, Information Technology *Raheem See*  
**From:** Angie Hein, Systems and Programming Manager *DA*  
**Subject:** Recommendation to approve and issue a Purchase Order for the Annual Maintenance of the GEMS FMS (Financial Management System) Additional Applications and the Annual Software Maintenance and Support Services of the GEMS Core Application FMS (Financial Management System) provided by N. Harris Computer Corporation.

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**ISSUE:**

The Department of Information Services has entered requisition number R254106 for the Annual Maintenance of the GEMS FMS (Financial Management System) Additional Applications and the Annual Software Maintenance and Support Services of the GEMS Core Application FMS (Financial Management System) provided by N. Harris Computer Corporation in the amount of \$90,273.31.

**EXPLANATION:**

On September 1, 1993, the City Commission passed and adopted Resolution No. R-93-353 authorizing the execution of a computer application software agreement with SCI (Systems Consultants, Inc.) as a best interest.

On December 12, 2001, the City Commission via Resolution No. R-2001-401 accepted the assignment of the 1993 computer application software agreement from SCI (Systems Consultants, Inc.) to Government E Management Solutions, Inc (GEMS) for application software, maintenance and support services to the Core Application FMS.

In 2007 Government E Management Solutions, Inc (GEMS) sold its business to N. Harris Computer Corporation and on December 7, 2007 the City Commission via Resolution No. R-2007-395 accepted the assignment of the 1993 computer application software agreement from Government E Management Solutions, Inc (GEMS) to N. Harris Computer Corporation.

Based upon the new assignment the City's Financial System "FMS" was upgraded from the Systems Consultants, Inc. (SCI) 1993 computer application software agreement to the Government E Management Solutions, Inc (GEMS) web-based solution which



included additional applications. These applications have been added to the annual maintenance cost.

The Department of Information Technology requires an agreement for the Annual Maintenance of the GEMS FMS (Financial Management System) Additional Applications and the Annual Software Maintenance and Support Services of the GEMS Core Application FMS (Financial Management System) provided by N. Harris Computer Corporation in order to receive annual maintenance and support for the City's Financial System.

The Annual Software Maintenance and Support Services of the GEMS Core Application FMS (Financial Management System) cost for this year is \$54,338.72.

The City's Financial System "FMS" upgrade to a web-based solution included additional applications. These applications have been added to the systems overall annual maintenance cost.

1. Supplemental Apps: GEMSTONE, SkyView, Quick Reports, and Quick View - \$6,062.32
2. System Software: EOM, Micro Focus Cobol Middleware and SQL - \$9,788.84
3. Browser Interface: The program that converts the data to be viewed in a web browser \$6,695.83
4. EAE Maintenance: Unisys Maintenance Support and Licensing - \$5,396.85
5. EAE Subscription: Unisys Upgrades - \$2,443.17
6. EOM Maintenance: EOM maintenance Support and Licensing - \$1,215.51

In addition Remote Technical Support Services has been added to the annual maintenance. These services allow N. Harris Computer Corporation's technical support to have remote access to the City's servers to be able to install the latest windows updates, patches as well as upgrades to the FMS application. The annual maintenance cost for this year is stated to be \$4,332.07.

The additional application modules required as a result of the migration from GEMS to GEMStone maintenance in addition to the Core Application FMS maintenance has increased the annual maintenance cost to an estimated amount of \$90,273.31.

Maintenance and support for these applications may only be provided by N. Harris Computer Corporation, the developer and owner of the software; therefore, they are a sole source provider.

**RECOMMENDATION:**

Please approve and issue a purchase order for requisition R254106 to N. Harris Computer Corporation. Funds have been allocated for FY2018 in budget account number 57.1345.00000.590.003117 and will be budgeted in FY19 for the requested expenditure.