**SINGLE SOURCE AWARD** **BID # SS-0632-19**

**Subject:** Windows 10 Upgrade for Reliavote Equipment Maintenance Agreement

**Department:** Supervisor of Elections

**Description of Purchase:**
Recommend approval of single source award to Bluecrest/Pitney Bowes for the one-time purchase of a Windows 10 software upgrade for the Reliavote Equipment Maintenance Agreement. Total estimated expenditure amount not to exceed $158,606.00.

**Funding Source:** SERE011-04662 ($3,684.00), SEEL011-04938 ($19,051.00), SEEL011-04101 ($33,569.00), SERE011-04101 ($102,302.00) – To be encumbered by Purchase Order.

**Single Source Award To:** Bluecrest/Pitney Bowes

**Price Justification:** See attachment

**Total Award:** $158,606.00 **Requisition #:** N/A

**Attachments:** Agency Memo, Single Source Form, Vendor Letter & Quote

**Certification as to Single Source:** Mike Hogan, Supervisor of Elections

**THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.**

Analyst: David Klages

Gregory Pease, Chief
Procurement Division

***APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE***

**"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"**

***CHAIRMAN*** ***DATE***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

**Mike Hogan**
Supervisor of Elections
105 E. Monroe St.
Jacksonville, FL 32202
PH (904)630-1414
FX (904)630-2920

August 6, 2019

Gregory Pease,
Chief, Procurement Division
Procurement and Supply
117 West Duval St, Suite 335

Dear Mr. Pease:

Req # 257345 is for the software upgrade of the Bluecrest / Pitney Bowes Reliavote Equipment Maintenance Agreement. The purpose of this upgrade is the windows 7 operating system that controls the Reliavote is reaching its end of life. The operating system and all components must be upgraded to Windows 10 capability. The Reliavote is a fully integrated mailing solution used for the processing, mailing and receiving of absentee ballots. Bluecrest / Pitney Bowes is the proprietary owner of this software and there is no other vendor who could provide software upgrades as well as hardware repair and preventative maintenance. We are asking that you award $158,606.00 to Bluecrest / Pitney Bowes. With the Presidential Preference election scheduled for March and the elections in the fall of 2020 it is imperative that we take advantage of this service window to upgrade our capabilities.

Please do not hesitate to contact me if I can provide any additional information or assistance.

Sincerely,

Robert Phillips
Executive Assistant to the Supervisor of Elections
Duval County Supervisor of Elections

## SINGLE SOURCE REQUEST

**Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.**

**REQUESTING AGENCY (DEPT./DIVISION):** Supervisor of Elections

**FUNDING SOURCE:** General Fund

**BRIEF DESCRIPTION OF GOODS/SERVICES:**
Windows 10 upgrade to Reliavote inserter

**AMOUNT OF PROJECT (attach quote):** $158,606

**PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):**
windows ten upgrade and all necessary components

**PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:**
Software is the proprietary property of Bluecrest. This upgrade is necessary to maintain capability of vote by mail services
Current sorter/inserter software has reached end of life and must be upgraded or services cannot be maintained

**ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:**

Yes

**Submitted by:** Robert D Phillips — Chief Elections Officer
(Name) (Title)

**Date:** 07/03/19

**Requesting Agency's Director's Signature:**

Procurement Division ____ March, 2017

BLUECREST
Where message meets momentum

April 25, 2019
Revised: July 3, 2019

To: Robert Phillips/Stan Bethea
Duval County Elections

From: Elvis De Freitas
Edwin Norris
BlueCrest Inc.

Re: Requested pricing for Relia Vote solution updates

**The following line items are end of life per the manufacturer:**
**Inserter upgrades:**

| | |
|---|---|
| • **Y320** | **ASSY VACUUM TRANSPORT STANDARD** |
| • **RD6B** | **VISION SYSTEM SCANNING ASSY** |
| • **IA15** | **PPS WITH COMPOSER-2" + 2" FOR Y320** |
| • **IA19** | **PPS W/ COMP CONT PC W7 KIT FOR Y320** |
| • **RDE4** | **SINGLE PC KIT** |
| • **RDS6** | **DFWORKS NETWORK SWITCH** |
| • **RD7G** | **DC BASE SERVER** |
| • **RDD0** | **SMALL RACK ASSY** |
| • **RDW10** | **WINDOWS 10 UTILITY WORKSTATION** |
| • **275-0933** | **CABLE - DISPLAY PORT, M-M, 25 FT** |
| • **RDSE** | **Systems Engineering Support - Labor** |
| • **Z9F1** | **Field Support Labor (2hr/unit)Shipping, installation, Training and testing** |

**Total Cost of the Inserter upgrades: $158,606.00**

This is a WIN 10 upgrade.

QWS3270X 8/7/2019 10:15 AM

FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 08/07/2019

LINK TO: ACCOUNT SUMMARY INQUIRY 10:15 AM

FISCAL MO/YEAR : 11 2019 CURRENCY CODE :

INDEX CODE : SERE011 REGISTRATION

SUBOBJECT : 04662 HARDWARE/SOFTWARE MAINTENANCE & LICENSES

PROJECT :

PROJECT DETAIL :

GRANT :

GRANT DETAIL :

USER CODE :

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| S | AUG 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 169,908.00 | 169,908.00 |
| EXPENDITURES | .00 | 166,224.00 | 166,224.00 |
| ENCUMBRANCES | .00 | .00 | .00 |
| PRE-ENCUMBRANCES | .00 | 3,684.00 | 3,684.00 |
| REMAINING BALANCE | .00 | .00 | .00 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT

F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND

QWS3270X 8/7/2019 10:19 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 08/07/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 10:18 AM

FISCAL MO/YEAR : 11 2019 CURRENCY CODE :
INDEX CODE : SEEL011 ELECTIONS
SUBOBJECT : 04938 MISCELLANEOUS SERVICES & CHARGES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

| S | AUG 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | -5,000.00 | 272,353.18 | 272,353.18 |
| EXPENDITURES | .00 | 190,766.54 | 190,766.54 |
| ENCUMBRANCES | .00 | 18,062.18 | 18,062.18 |
| PRE-ENCUMBRANCES | .00 | 33,646.09 | 33,646.09 |
| REMAINING BALANCE | -5,000.00 | 29,878.37 | 29,878.37 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND

QWS3270X 8/7/2019 10:19 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 08/07/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 10:19 AM

FISCAL MO/YEAR : 11 2019 CURRENCY CODE :
INDEX CODE : SEEL011 ELECTIONS
SUBOBJECT : 04101 POSTAGE
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

| S | AUG 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 191,129.87 | 191,129.87 |
| EXPENDITURES | .00 | 151,658.61 | 151,658.61 |
| ENCUMBRANCES | .00 | 5,902.20 | 5,902.20 |
| PRE-ENCUMBRANCES | .00 | 33,569.00 | 33,569.00 |
| REMAINING BALANCE | .00 | .06 | .06 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND

QWS3270X 8/7/2019 10:19 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 08/07/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 10:19 AM

FISCAL MO/YEAR : 11 2019 CURRENCY CODE :
INDEX CODE : SERE011 REGISTRATION
SUBOBJECT : 04101 POSTAGE
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

| S | AUG 2019 | ANNUAL BALANCE | ALL YEARS BALANCE |
|---|---|---|---|
| ESTIMATED REVENUES | .00 | .00 | .00 |
| REVENUES | .00 | .00 | .00 |
| UNREALIZED REVENUES | .00 | .00 | .00 |
| BUDGET | .00 | 116,813.14 | 116,813.14 |
| EXPENDITURES | .00 | 10,302.80 | 10,302.80 |
| ENCUMBRANCES | .00 | 4,208.14 | 4,208.14 |
| PRE-ENCUMBRANCES | .00 | 102,302.00 | 102,302.00 |
| REMAINING BALANCE | .00 | .20 | .20 |

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND