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SINGLE SOURCE AWARD **BID # SS-13326-23**

Subject: ANNUAL SMARTCOP MAINTENANCE AND MTC ANNUAL LICENSE RENEWAL FEE (CRASH AND CITATION SOFTWARE)

Department: JACKSONVILLE SHERIFF'S OFFICE

Description of Purchase: Recommend approval to retroact the period from November 1, 2022 through date of award.

Recommend approval of a Single Source award to SmartCOP, Inc. DBA CTS America, for the Annual SmartCop Maintenance and MTC Annual License Fee for the Crash and Citation Software for the Jacksonville Sheriff's Office. Period of service is from date of award through October 31, 2023. Total award expenditure amount not-to-exceed $95,373.00.

Funding Source: 00111.552104.546620.000000.00000000.00000.0000000 - To be encumbered by Purchase Order.

Single Source Award To: SmartCOP, Inc., DBA CTS America

Price Justification: See attachment

Total Award: $95,373.00 **Requisition #:** PSSS-500105-23

Attachments: Agency Memo, Single Source Form, Supplier Quote

Certification as to Single Source: Deloris O'Neal, Director of Police Services

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

Wallace-Cohen

Analyst: Olive Wallace-Cohen

Dustin Freeman, 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 _____

Jacksonville Sheriff's Office

MIKE WILLIAMS, SHERIFF

Serve • Protect • Community

To: Gregory Pease
Chief of Procurement

Thru: Bill Clement, CPA
Chief of Budget

From: Deloris O'Neal
Director of Police Services

Subject: Single Source Award Request – CTS America/SmartCop

Date: October 11, 2022

We are requesting approval for a single source award with CTS America/SmartCop for the Crash & Citation Renewal. The total is not to exceed $95,373.00; funding is .00111.552104.546620.000000.00000000.000000. Attached is the single source request and quote from the vendor.

Please let me know if you need any additional information.

JUSTIFICATION FOR SINGLE SOURCE (JSS)	
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.	
1. Requesting Agency:	Jacksonville Sheriff's Office (JSO)
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the City need these particular goods or services?***	Purchase SmartCop maintenance and MCT annual license renewal fee (Crash and Citation Software)
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	CTS America/SmartCop is the original and sole developer, distributor and technical support for SmartCop Software.
4. Date of Request	10/11/2022

5. Summary of Market Research

[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[Click here to enter Market Research preformed.]

6. Other Documentation (Check and attach all that apply)

√ Supplier Quote

☐ Single Source Memo signed by Director

☐ Other [Click here to list other documentation.]

OFFICE OF THE SHERIFF
ORDER REQUEST FORM

Request For: ISM (Work Unit) | Support Services (Division) | Services (Dept.)

Requestor: David Medina (Name) | 7860 (ID #) | 630-7142 (Phone) | 9/21/2022 (Date)

Deliver To Location: 501 E. Bay St. Room 310, Jacksonville FL, 32202 ATTN Alice Morris

Item No.	Description and Model No.	JSO Stock No.	QTY.	Unit Cost	Total
1	2023 Crash and Citation (Mobile Forms) renewal		1	$ 95,373.00	$ 95,373.00
2	Maintenance period 11/1/2022 to 10/31/2023				
3					
4					
5					
6					
7	Prior PO# 632120-22				
8	Prior WO# 322911				
9					
10					
11	WO# 343278				
12					
13					
14	Deliver to ISM				
15	End user are Patrol and CSOs. Primary Contact is David Medina				
				TOTAL REQUEST	$ 95,373.00

Suggested Vendor: CTS America

Vendor Phone: 850-429-0082

Vendor Address / E-mail: 1Cloud Supplier # 22583

- ☐ Proprietary
- ☑ Sole Source

If Proprietary / Sole Source, attach appropriate form and letter from vendor.

Special funding to be used for this purchase?

- ☐ Loan Pool / Banking Fund
- ☐ Grant *
- ☐ Trust Fund *

* Enter name and # of Grant or Trust Fund

Justification / Repetitive Request Authorization / Notes:

2023 Crash and Citation (Mobile Forms) renewal. Maintenance period 11/1/2022 to 10/31/2023. End user are Patrol and CSOs. Primary Contact is David Medina

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Approvals:

1. Signature — ID # 6521 — Date 09-21-22
2. Signature: Allard O'Neal — ID # 7612 — Date 09-22-22
3. Signature — ID # — Date
4. Signature — ID # — Date

7860

Required approval level (per General Order 54):			
$0	to	$2,500	- Assistant Chief or higher
$2,501	to	$5,000	- Chief or higher
$5,001	or	more	- Director or higher

Budget Office Use Only

Index ____ Subobject ____

Analyst ____ Date ____

SmartCOP

September 20, 2022

SmartCOP software is proprietary and there are no resellers, distributors or retailers authorized to sell SmartCOP software maintenance and support.

SmartCOP is the only supplier of annual maintenance, system support, training services and customizing services for the SmartCOP software. Copyright restrictions preclude any other vendor from accessing or modifying the SmartCOP source code.

Thank you for doing business with SmartCOP. Please contact me if you have any questions or concerns regarding this issue.

Sincerely,

Steven J. Williams

Steven J. Williams
Senior Vice President Operations
SmartCOP
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Steven.williams@smartcop.com
www.smartcop.com