



Max Bricka, CPSM
PURCHASING AGENT / DIRECTOR

11/18/16

Williamson County Commissioners Court

Re: Sole Source recommendation for Environmental Systems Research Institute (ESRI)

Dear County Judge and Commissioners,

Recently our county Information Technology department made a request for the **sole source purchase of software maintenance for our GIS software that is proprietary and supported by only Environmental Systems Research Institute (ESRI).**

After reviewing all documentation requested and provided by the Information Technology department, I **recommend qualifying this request as a sole source purchase per Texas Local Government Code section 262.003.**

The process has included the following:

- Public posting of an RFI in BidSync for 14 days, with no responses received from any other competitor, requiring additional analysis or consideration.
- A signed Sole Source Justification Request submitted by Lisa Maraden
- A signed letter of recommendation from Jay Schade, Sr. Director of Technology Services
- A letter of justification from the supplier, establishing why their product / service is only available from their company
- A notarized Sole Source Affidavit completed by the supplier
- A written quote provided by the supplier

The term of this Sole Source exemption will be effective for 36 months from the date of approval.

If you have any questions or concerns, please contact me at any time.

Sincerely,

Max Bricka
Williamson County
Purchasing Agent / Director