



Purchasing Department

01/09/16

Williamson County Commissioners Court

Re: Sole Source recommendation for ONE Solution OSSI Brand Software

Dear County Judge and Commissioners,

Recently our Technologies Services Department made a request for qualifying the **sole source purchase of ONE Solution OSSI Brand Software including licensing, maintenance, support, modifications and training. These services are supplied only by SunGard Public Sector, LLC who is the owner, and the only provider of this product and service.**

After reviewing all documentation requested and submitted, I **recommend qualifying this request as a sole source purchase and exempting these goods and services from competitive bidding requirements per Texas Local Government Code sections 262.003 (a) and 262.024 (a) (7),**

The process has included the following:

- Public posting of an RFI in BidSync for 14 days, with one (1) response received from SunGard Public Sector, LLC, who submitted their sole source letter by responding to the Request for Information.
- A signed Sole Source Justification Request from Lisa Maraden, Analyst I
- A signed 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 signed letter of recommendation from Jay Schade, Senior Director of Technology Services
- A price quote of requested items / services

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,

Kerstin N. Hancock
Interim Purchasing Agent