



Williamson County Purchasing Department
901 South Austin Avenue
Georgetown, Texas 78626
(512) 943-3553
www.wilco.org/purchasing
purchase@wilco.org

Sole Source Justification Request

Definition of a Sole Source Purchase

Sole Source Item – goods and/or services which can only be obtained from ONLY ONE source, including:

- Items for which competition is precluded because of the existence of patents, copyrights, secret processes, or monopolies
- Films, manuscripts, or books
- Electric power, gas, water, and other utility services,
- Captive replacement parts or components for equipment which there is no commercially available substitute, and which can be obtained only from the manufacturer and/or manufacturer's distributor; item where compatibility is the overriding consideration, such as computer operating software enhancements for an existing system, continuation of an existing contract when work is so closely related to that of the uncompleted basic contract that it would not be feasible to consider another potential contractor.

This Sole Source justification requires additional documentation and requirements as listed below. **One of these steps may require placing a public notice in BidSync for 14 days, in order to allow any possible competitors to come forward with equivalent goods or services.** This step will be completed by the Purchasing Team that supports your office or county department after all required documents have been submitted. In addition, **all Sole Source Justifications must be approved in Commissioners Court.**

Required Documentation that must accompany this request before this purchase can be considered (any missing documentation will result in delays). *Check all included documents:*

- ☐ This request form completed and signed
- ☐ A written quote from the supplier, listing the goods, services and pricing
- ☐ Letter of justification from the supplier (on company letterhead and signed by an authorized representative) establishing why they are the only Sole Source provider of the service or item needed.
- ☐ Notarized Sole Source affidavit completed by the supplier
- ☐ Signed letter of recommendation from the Elected Official or County Department Head. Must provide a detailed written explanation as to why competitively bidding the product or service would be impracticable and that the cost charged by the supplier is reasonable and customary.

Requestor Name and County Office/Department:

Requestor Title and Phone Number: _____
(512) _____

Requested Single Sole Source Supplier:

Company Name: _____

Contact Name:

Address: _____

City, State, Zip: _____, _____ _____

Phone Number: () _____

Email: _____

Website: _____

Is the recommended supplier the manufacturer? Yes? No?

Does the manufacturer sell the item(s) through distributors? Yes? No?

Description of the Product or Service: (If additional space is needed, include in a separate page)
Describe the full scope of work, including installation if required; items should include brand, model and part number if applicable.

[illegible]

Schedule: *Identify the date items are needed to be delivered, or month work is to be performed. Please be specific and do not use "ASAP".* _____

Estimated Cost: \$

SOLE SOURCE RATIONALE

Complete the following checklist:

The requested supplier is the only source of required item(s) or service(s) because:

Check all that apply:

- ☐ The required item or service is proprietary to the supplier
- ☐ The recommended supplier holds the patent on the requested item(s)
- ☐ The recommended supplier is the only supplier capable of performing the requested service
- ☐ **A specific item is needed:**
 - ☐ To be compatible or interchangeable with existing hardware
 - ☐ As a spare or replacement hardware
 - ☐ For the repair or modification of existing hardware
 - ☐ For technical evaluation or testing
- ☐ **Have there been any prior attempts to obtain competitive bids or proposals for the items or services that failed?** If so, please list and describe such attempts: _____

- ☐ **There is a substantial risk in selecting another product or service provider.** If so, please describe: _____

- ☐ **It is not possible to obtain competitive bids for consideration.** If so, why: _____

- ☐ **Are there any other companies who can provide the services or needed items?** If so, please list and provide explanation of why they were unable to meet the requirements: _____

☐ List any other sources, suppliers, products or service providers that you reviewed in your selection process: _____

☐ List all research methods that you reviewed in your selection process (i.e.: specific internet searches, trade publications, references, etc.): _____

ACKNOWLEDGEMENT

- ☐ I affirm and acknowledge Williamson County's requirements, justification and criteria for Sole Source purchases. I have gathered the required technical information, provided all required documentation, have made a concerted effort to review comparable / equal equipment or services to the best of my ability, and further affirm that there is no conflict of interest in my recommendation of the selected item(s), service(s) or supplier.
- ☐ I also acknowledge and understand that I may be subject to criminal prosecution for the willful falsification of information in this document. I, by the act of signing or typing my name below, hereby certify under penalty of perjury, under the laws of the State of Texas, the foregoing is true and correct.

Date: _____, 20__

Signature*: _____

** By typing your name, this is equivalent to a legal signature*

NOTE: After a passage of time, an item or service may no longer qualify as a sole source purchase due to other similar items or services becoming available from other suppliers. Thus, all prior sole source determinations must be reapproved by the Williamson County Purchasing Department following completion of a new Sole Source Justification Request Process and satisfactory completion of such process must be noted on requisitions and purchase orders. The sole source term is generally aligned with the contract term. In certain cases, the Purchasing Agent may determine that the 14-day public posting in BidSync is not necessary. This depends on the circumstance of the particular item/service and the type of sole source.

Quote: 2589

For: Williamson County Sheriff's Office

[illegible]

SUBTOTAL	\$ 10,000.00
TAX RATE	N/A
SALES TAX	
OTHER	
TOTAL	\$ 10,000.00

Thank You for your Business !

ReadyOp

August 22, 2019

To Whom it may Concern:

The purpose of this letter is to provide justification of a sole source subscription by the Williamson County Sheriff's Office for a planning and interoperable communications platform called ReadyOp, a service offering of ReadyOp Communications, Inc. This licensing is justified on a sole source basis as no other program offers the complete package of services as listed below. Our company, ReadyOp Communications, Inc., is the developer, owner and provider of the ReadyOp platform and the sole source for purchasing a subscription in Texas.

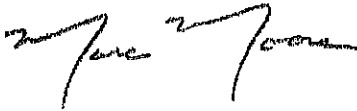
The licensing on a sole source basis with ReadyOp Communications is justified due to the following features and capabilities can be included in a single, secure website for the Sheriff's Office use:

1. The ReadyOp application is currently the only application on the market that we are aware of that combines the following capabilities into a single application:
 - a. ReadyOp is a web-based program that can be used to template and prepare for planned events as well as incidents, emergencies and daily operations for single and multiple agencies.
 - b. ReadyOp provides six ways to communicate (phone, radio, text, email, alerts, secure video and secure voice) with personnel in multiple organizations within a single desktop display.
 - c. ReadyOp enables users to securely store, share and view photographs, maps, rosters and other files with other approved users quickly and from any location with Internet access.
 - d. ReadyOp enables users with approved permissions to listen and talk on one or multiple radio talk groups simultaneously. Approved personnel are also able to multicast to multiple radio talk groups from their laptop or smart phone from any location with Internet access.
 - e. ReadyOp includes the ability for storing information on assets which may be needed in an incident response or emergency, including the name of the person, organization and contact information.
2. ReadyOp includes a roster for storing personnel names, contact information, organization and special tags for fast recall and communication. This will provide incident commanders and other responding personnel to quickly locate and communicate with individuals with special training and capabilities.

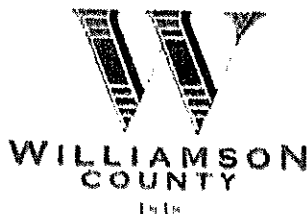
3. There is no requirement to purchase any hardware to support the use of ReadyOp except a minor investment for each radio talk group to be included for communication.

The ReadyOp service is unique in that no other program offers the combination of resource access, security, information and communications. ReadyOp is already in use nationwide by government agencies, hospitals, schools and corporations. Approving this sole source purchase will enhance the planning and response capabilities for the Williamson County Sheriff's Office.

Please contact our company at 813 289-7620 for additional information if needed. Our website is www.ReadyOp.com.



Marc Moore
CEO
ReadyOp Communications, Inc.



Williamson County Purchasing Department
100 Wilco Way, Ste P101
Georgetown, Texas 78626 (512) 943-3553
www.wilco.org/purchasing
purchase@wilco.org

NOTARIZED SOLE-SOURCE PURCHASE AFFIDAVIT

STATE OF TEXAS
COUNTY OF WILLIAMSON

KNOW ALL MEN BY THESE PRESENTS THAT:

Before me, the undersigned authority duly authorized to take acknowledgments and administer oaths, on this day personally appeared MARC MOORE, who after being duly sworn on oath stated the following:

My name is MARC MOORE. My title is CEO.
I am aware that the Williamson County Purchasing Department is required to comply with competitive bidding requirements of Chapter 262 of the Texas Local Government Code. I am aware that the statutory competitive bidding provisions do not apply to the purchase of an item that can be obtained from only one source. See, Texas Local Government Code section 262.003.

Sole-source items include:

Items for which competition is precluded because of the existence of patents, copyrights, secret processes, or monopolies, films, manuscripts, or books, electric power, gas, water, and other utility services, and captive replacement parts or components for equipment.

I have represented to the Purchasing Department of Williamson County and I hereby warrant that as of the date below, I am the sole-source supplier of the following item: READY OP.
I am the sole-source supplier of this item because: ONLY AUTHORIZED PROVIDER
OF READY OP IN TEXAS. I agree that if I ever cease being the sole-source supplier of this item, I shall immediately make a full disclosure in writing to the Williamson County Purchasing Department of all relevant facts and circumstances.

IN WITNESS WHEREOF, the undersigned has executed this Affidavit on the 27th day of AUGUST, 2019.

[Signature]
[Signature]

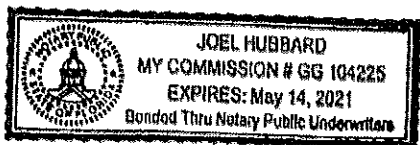
MARC MOORE, CEO
[Printed Name] [Title]

SWORN TO, AND SUBSCRIBED
Joel Hubbard
[Printed Name]

before me on 8-27, 2019, by

[Signature]
[Signature] Notary Public

State of FL
My Commission expires on 3-14-2021





Tim Ryle
Chief Deputy

Robert Chody
WILLIAMSON COUNTY SHERIFF
508 South Rock Street
Georgetown, Texas 78626
Phone (512) 943-1300 * Fax (512) 943-1444

Roy Fikac
Asst Chief Deputy- Law Enforcement
Randolph Doyer
Asst Chief Deputy - Corrections

August 26, 2019

To: Williamson County Purchasing Department

From: Sheriff Robert Chody

Subject: Sole Source Purchase, ReadyOP

Please let this memo serve as support and documentation to purchase the platform, "ReadyOp", through the Sole Source process. This tool integrates planning, response, communications, *radio interoperability*, and continuity of operations in a single web-based platform. ReadyOp is the only product which provides the radio piece of the platform in conjunction with all of the other capabilities.

This platform will greatly benefit the first responders of the Sheriff's Office as well as the citizens of our Community.

Recorded statement of opening offers

SOLICITATION NAME:

SS ReadyOP

DATE & LOCATION OF OPENING:

Sep 20 2019 2:00 PM
Georgetown

LINKED LOTS:

—

COMPANY NAME:

Williamson County

ADDRESS:

100 Wilco Way, Suite P101
TX 78626, Georgetown, US

CONTACT PERSON:

Erica Smith

JOB TITLE CONTACT PERSON:

SHORT DESCRIPTION:

Williamson County, Texas intends to award a sole-source contract with **ReadyOP Communications, Inc.** for the following item(s): **ReadyOP Dashboard subscription, user credentials, training, support and upgrades.**

THIS IS NOT A REQUEST FOR COMPETITIVE PROPOSALS AND A SOLICITATION WILL NOT BE ISSUED.

Interested parties must show clear and compelling evidence of competitive equivalency in order for alternative goods or services to be considered. Williamson County will review any information collected through this RFI to determine if offers of any equivalent goods or services meet the needs of the County. If it is concluded that additional suppliers of equivalent goods or services do exist, then a formal solicitation may follow.

If no affirmative responses are received by **2p.m. on September 20th, 2019** showing clear and compelling evidence of competitive equivalency to the items described herein, an award will be made without further notice. Oral communications are not acceptable in response to this notice.

PARTICIPATION:

Interested Suppliers can view the full details of the Solicitation by clicking the **'PARTICIPATE'** button below.

Selecting the participate button does not obligate you to submit a response to this Solicitation but is necessary in order to view the details of this Solicitation.

***** I DON'T SEE A PARTICIPATE BUTTON *****

You must be on the <https://platform-us.negometrix.com> website in order to access Williamson County's Solicitation information.

SUPPORT

Should you need assistance in using the software please contact the Negometrix Service Desk at:

Telephone: (724) 888-5294

Email: servicedesk.us@negometrix.com

Or view the Negometrix 'Supplier Guide' located on the Help page.

Technical Assistance (Mon - Fri: 8 am to 5 pm)

SUPPLIERS

NAME SUPPLIER	ADDRESS
No offers submitted	

Signature:

Erica Smith

Location:

Date:
