

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

Single / Sole Source Justification Request

This request is for a: (choose only one)

- ☐ **Single Source Item** (goods or services are directed to this supplier because of standardization, warranty or other factors)
- ☒ **Sole Source Item** (goods or services are available from ONLY this supplier due to a unique capability, patent, copyright, secret process, or capability to meet the requirements of the solicitation)

Single / Sole Source justification requires additional documentation and requirements as listed below. **One of these steps** requires 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.

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 Single / Sole Source
- ☐ Notarized Sole source affidavit completed by the supplier
- ☒ Signed letter of recommendation from the Elected Official or County Department Head

Requestor Name and County Office / Department: Tammy McCulley - Technology Services

Requestor Title: Office Manager Requestor Phone Number: 512-943-1455

Requested Single Sole Source Supplier:

Company Name: ESRI Inc.

Contact Name: Barbara Walker

Address 380 New York Street

City: Redlands State: CA Zip Code: 92373

Phone Number: 909-793-2853 Ext 3936 Email Address: bwalker@esri.com

Website: www.esri.com

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 a separate page) *Describe the full scope of work, including installation if required, items should include brand, model and part number if applicable.*

ESRI, as owner and manufacturer, is the sole source provider of software maintenance. Please see attached letter.

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".*

12/14/2015-12/13/2016

Estimated Cost: \$42,735.25

SINGLE / 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:

This is for technical support, plus ESRI software updates/upgrades.

☐ 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:

No

☐ 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.):

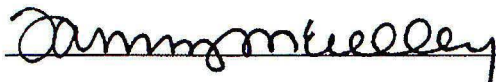
ACKNOWLEDGEMENT

☒ I affirm and acknowledge Williamson County's requirements, justification and criteria for Single / 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: 11/16/2015

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 Single / Sole Source Justification Request Process and satisfactory completion of such process must be noted on requisitions and purchase orders.



SOLE SOURCE LETTER

Environmental Systems Research Institute, Inc. (Esri)
380 New York Street
Redlands, CA 92373
E-mail: jricks@esri.com

DATE: July 17, 2015

TO: To Whom It May Concern

RE: Esri Sole Source Justification for Geographic Information System Software

This letter confirms that Esri, as owner and manufacturer, is the sole-source provider of software maintenance (technical support plus Esri software updates/upgrades) for Esri products.

Esri is the sole-source provider of the following Esri products in the commercial, state, and local government marketplace:

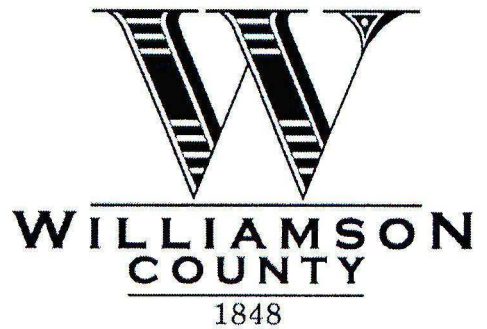
- ArcGIS for Aviation Bundle
- ArcGIS for Desktop Advanced
- ArcGIS for Desktop Standard
- ArcGIS for Maritime Bundle
- ArcGIS for Server and extensions
- ArcGIS Online (excluding data owned by 3rd party providers)
- ArcGIS Runtime and Extensions
- Certain proprietary training courses
- Esri Business Analyst Online
- Esri Community Analyst
- Esri Business Analyst Server
- Esri Defense Mapping Bundle
- Esri Developer Network (EDN) subscriptions
- Esri MapStudio
- Esri Maps Products
- Esri Roads and Highways
- Portal & Hosted Portal for ArcGIS

In an effort to support diversity in federal contracting, Esri has authorized certain small businesses (see GSA Advantage! for details) as resellers of the following Esri products to eligible entities purchasing under a GSA Schedule. Esri GSA resellers cannot sell Esri software to state or local entities:

- ArcGIS for Aviation
- ArcGIS for Desktop Advanced
- ArcGIS for Desktop Standard
- ArcGIS for Maritime: Bathymetry
- ArcGIS for Maritime: Charting
- ArcGIS for Server and extensions
- Esri Business Analyst Server
- Esri Defense Mapping
- Esri Production Mapping

Esri distributes certain software licenses, *excluding those listed above*, through open-market value-added resellers and distributors. If you have further questions, please contact me at 909-793-2853, extension 1-1990.


Jackie Ricks



Technology Services

November 17, 2015

From: Jay Schade, Sr Director
Williamson County Technology Services

To: Max Bricka
Purchasing Agent / Director
Williamson County Purchasing

Subject: Single / Sole Source Justification Letter

I recommend that we identify ESRI as the sole source provider of software maintenance (technical support plus ESRI software updates/upgrades) for ESRI products.

ESRI is the owner and manufacturer of ESRI products and they have certified that they are the only provider of software maintenance for their products.

Please let me know if you have any questions.

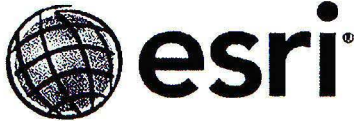
Thank you.

A handwritten signature in black ink, appearing to read 'J Schade', written over the printed name.

Jay Schade, Sr Director
Williamson County Technology Services

WILLIAMSON COUNTY

512.943.1460 Fax 512.943.1488
301 SE Inner Loop, Suite 105
Georgetown, Texas 78626



Esri Inc
380 New York Street
Redlands CA 92373

Subject: Renewal Quotation

Date: 09/14/2015
To: Tammy McCulley
Organization: County of Williamson
Information Technology Dept
Fax #: 512-943-1488 **Phone #:** 512-943-1489

From: Barbara Walker
Fax #: 909-307-3083 **Phone #:** 909-793-2853 Ext. 3936
Email: bwalker@esri.com

Number of pages transmitted
(including this cover sheet): 6

Quotation #25705343
Document Date: 09/14/2015

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level
<http://www.esri.com/apps/products/maintenance/qualifying.cfm>

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit
<http://www.esri.com/legal/licensing/software-license.html>

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.

**esri**[®]

380 New York Street
Redlands, CA 92373
Phone: 909-793-28533936
Fax #: 909-307-3083

Quotation

Date: 09/14/2015**Quotation Number:** 25705343

County of Williamson
Information Technology Dept
301 SE Innerloop Ste 105
Georgetown TX 78626
Attn: Tammy McCulley

Send Purchase Orders To:

Environmental Systems Research Institute, Inc.
380 New York Street
Redlands, CA 92373-8100
Attn: Barbara Walker

Please include the following remittance address on your Purchase Order:

Environmental Systems Research Institute, Inc.
File #54630
Los Angeles, CA 90074-4630

Customer Number: 337154

For questions regarding this document, please contact Customer Service at 888-377-4575.

Item	Qty	Material#	Unit Price	Extended Price
10	1	52384 ArcGIS for Desktop Advanced Concurrent Use Primary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	3,000.00	3,000.00
1010	2	52385 ArcGIS for Desktop Advanced Concurrent Use Secondary Maintenance Start Date: 06/01/2016 End Date: 12/13/2016	642.63	1,285.25
2010	1	52385 ArcGIS for Desktop Advanced Concurrent Use Secondary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	1,200.00	1,200.00
3010	4	52385 ArcGIS for Desktop Advanced Concurrent Use Secondary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	1,200.00	4,800.00
4010	1	86497	1,500.00	1,500.00

The items on this quotation are subject to the terms set forth herein and the terms of your signed agreement with Esri, if any, or, where applicable, Esri's standard terms and conditions at www.esri.com/legal.

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

Issued By: Barbara Walker**Ext:** 3936

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To expedite your order, please reference your customer number and this quotation number on your purchase order.

**esri®**

380 New York Street
Redlands, CA 92373
Phone: 909-793-2853/3936
Fax #: 909-307-3083

Quotation

Page 2

Date: 09/14/2015

Quotation Number: 25705343

Item	Qty	Material#	Unit Price	Extended Price
		ArcGIS for Desktop Standard Concurrent Use Primary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016		
5010	3	86500 ArcGIS for Desktop Standard Concurrent Use Secondary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	1,200.00	3,600.00
6010	1	87194 ArcGIS for Desktop Basic Concurrent Use Primary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	700.00	700.00
7010	1	87232 ArcGIS Spatial Analyst for Desktop Concurrent Use Primary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	500.00	500.00
8010	1	87198 ArcGIS 3D Analyst for Desktop Concurrent Use Primary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	500.00	500.00
9010	1	92774 ArcGIS Tracking Analyst for Desktop Concurrent Use Primary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	500.00	500.00
10010	2	87192 ArcGIS for Desktop Basic Single Use Primary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	400.00	800.00
11010	13	87193 ArcGIS for Desktop Basic Single Use Secondary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	300.00	3,900.00
12010	1	98134 ArcGIS Data Interoperability for Desktop Concurrent Use Primary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	500.00	500.00
13010	1	100571	500.00	500.00

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Redlands, CA 92373
Phone: 909-793-28533936
Fax #: 909-307-3083

Quotation

Page 3

Date: 09/14/2015

Quotation Number: 25705343

Item	Qty	Material#	Unit Price	Extended Price
		ArcGIS Network Analyst for Desktop Concurrent Use Primary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016		
14010	1	100572 ArcGIS Network Analyst for Desktop Concurrent Use Secondary Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	200.00	200.00
17010	1	108562 Esri Developer Network (EDN) Standard Term License	1,500.00	1,500.00
18010	3	109216 ArcGIS for Server Enterprise Standard Up to Four Cores Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	5,000.00	15,000.00
19010	1	114511 ArcPad Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	250.00	250.00
20010	1	134779 ArcGIS GeoEvent Extension for Server Enterprise Standard Up to Four Cores Maintenance Start Date: 12/14/2015 End Date: 12/13/2016	2,500.00	2,500.00
			Subtotal	42,735.25
			Estimated Tax	0.00
			Total	\$ 42,735.25

DUNS/CEC: 06-313-4175 CAGE: 0AMS3

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380 New York Street
Redlands, CA 92373
Phone: 909-793-28533936
Fax #: 909-307-3083

Quotation

Page 4

Date: 09/14/2015

Quotation Number: 25705343

Item	Qty	Material#	Unit Price	Extended Price
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*The following items are optional items listed for your convenience.
These items are not included in the totals of this quotation.*

1	99818		2,000.00	2,000.00
	Optional Developer Support for Esri Developer Network (EDN) Subscribers Pack Quantity 10 Incidents			
1	99946		2,420.00	2,420.00
	Esri Developer Network (EDN) Optional at Esri Site 5 Days per Seat Instructor Led Training			

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esri

380 New York Street
Redlands, CA 92373
Phone: 909-793-28533936
Fax #: 909-307-3083

Quotation

Page 5

Date: 09/14/2015

Quotation No: 25705343

Customer No: 337154

Item Qty Material#

Unit Price

Extended Price

IF YOU WOULD LIKE TO RECEIVE AN INVOICE FOR THIS MAINTENANCE QUOTE YOU MAY DO ONE OF THE FOLLOWING:

- RESPOND TO THIS EMAIL WITH YOUR AUTHORIZATION TO INVOICE
- SIGN BELOW AND FAX TO 909-307-3083
- FAX YOUR PURCHASE ORDER TO 909-307-3083
- EMAIL YOUR PURCHASE ORDER TO Service@esri.com

REQUESTS VIA EMAIL OR SIGNED QUOTE INDICATE THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION AND THAT YOUR ORGANIZATION DOES NOT REQUIRE A PURCHASE ORDER.

If there are any changes required to your quotation, please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

This transaction is governed exclusively by the terms of the above-referenced contract, if any, or, where applicable, Esri's standard terms and conditions at www.esri.com/legal; such terms are incorporated in this quotation by reference. Acceptance is limited to the terms of this quotation. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer or confirmation sent or to be sent by buyer.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

By signing below, you are authorizing Esri to issue a software support invoice in the amount of \$_____ plus sales tax, if applicable.

Please check one of the following:

_____ I agree to pay any applicable sales tax.

_____ I am tax exempt. Please contact me if Esri does not have my current exempt information on file.

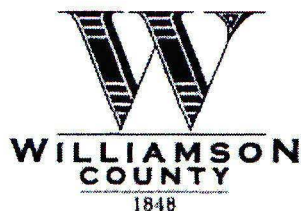
Signature of Authorized Representative

Date

Name (Please Print)

Title

[CSBATCHDOM]



Williamson County Purchasing Department
901 South Austin Avenue
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 Chris Johnson, who after being duly sworn on oath stated the following:

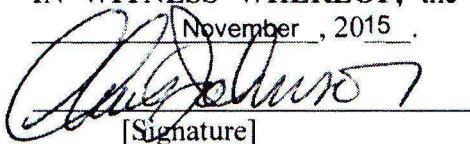
My name is Chris Johnson. My title is Manager, Commercial & Government Contracts. I am aware that the Williamson County Purchasing Department is required to comply with competitive bidding requirements of Chapter 262 of the Texas Local Government Code. I am aware that the statutory competitive bidding 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: Esri Software Maintenance. I am the sole-source supplier of this item because: Esri is the owner and has not authorized any other entity to provide maintenance on Esri's behalf. 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 17th day of November, 2015.


[Signature]

Chris Johnson
Manager, Commercial & Government Contracts
[Printed Name] [Title]

SWORN TO AND SUBSCRIBED before me on , 20 , by .
[Printed Name]

[Signature] Notary Public
State of
My Commission expires on

Please see attached.

GOVERNMENT CODE § 8202

☒ See Attached Document (Notary to cross out lines 1-6 below)

☐ See Statement Below (Lines 1–6 to be completed only by document signer[s], *not* Notary)

Signature of Document Signer No. 1

Signature of Document Signer No. 2 (if any)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of San Bernardino

Subscribed and sworn to (or affirmed) before me

on this 17 day of November, 2015,
by Date Month Year

(1) Chris Johnson

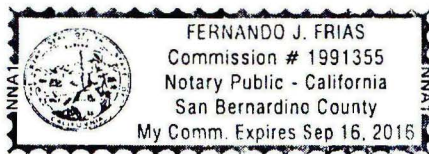
(and (2) _____),

Name(s) of Signer(s)

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature

Signature of Notary Public



Seal

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Sole Source Affidavit, Williamson County, TX **Document Date:** 11/17/2015

Number of Pages: 1 Signer(s) Other Than Named Above: