

**DESCRIPTION OF INTENDED
SINGLE SOURCE PURCHASE
(PUR 7776)**

AGENCY: Northwest Florida Water Management District

TITLE: Munis License and Support

Short description of the commodity or service desired: The District intends to renew an annual Munis Software License and Support agreement with Tyler Technologies, Inc.

CONTACT

Name: Scott Sutterfield

Address: 81 Water Management Drive, Havana, FL 32333

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Email: scott.sutterfield@nwfwater.com

Internal tracking number, if any: 19S-001

Date posted: 9/20/2018 Last day for receipt of information: 10/1/2018

This description of commodities or contractual services intended for purchase from a single source is posted in accordance with Sections 120.57(3) and 287.057(3), Florida Statutes, and will remain posted for a period of at least 7 business days.

Commodity or Contractual Service Required (commodity or United National Standard Products and Services Code (UNSPSC), manufacturer, model, and description, as appropriate):
43231600, Finance Account and Enterprise Resource Planning ERP Software
81112200, Software Maintenance and Support

Quantity or Term (as appropriate):

1 year

Requestor (division, bureau, office, individual, as appropriate):

IT Bureau

Performance and/or Design Requirements (e.g. intended use, function or application, compatibility, requirements; reference to policy, rule, statute or other act of the Legislature, etc., as appropriate):

Must be able to provide license and maintenance support of Munis software to include GUI site license support; operating system database administrative support; Tyler Form processing support; and support and update licensing for project accounting, HRM, contract management, accounts receivable, role tailored dashboard, employee self-service, requisitions, payroll, purchase orders, fixed assets, accounting/GL/Budget/AP, applicant tracking, general billing, crystal reports, and Munis office.

Intended Single Source:

Tyler Technologies, Inc

Estimated Dollar Amount:

\$75,000

Justification for single source acquisition (what is necessary and unique about the product, service or source; steps taken to confirm unavailability of competition, as appropriate):

Tyler Technologies is the copyright owner of the Munis ERP System and the only authorized agent to provide licenses and support for said technology.

Approved By (names & titles, as appropriate, e.g., requestor, requestor management, information systems, budget, purchasing):

Scott Sutterfield, Chief IT Bureau

Lennie Zeiler, Director of Asset Management

Wendy Dugan, Director of Administration

Guy Gowens, Chief of Staff

Brett Cyphers, Executive Director

Prospective vendors are requested to provide information regarding their ability to supply the commodities or contractual services described. If it is determined in writing by the agency, after reviewing any information received from prospective vendors, that the commodities or contractual services are available only from a single source, the agency shall: provide notice of its intended decision to enter a single-source purchase contract in the manner specified in Section 120.57(3), F.S.