

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

AGENCY: Florida Department of Highway Safety and Motor Vehicles

TITLE: BancTec Document Scanner hardware and software maintenance.

Short description of the commodity or service desired: Scanner hardware and software maintenance.

CONTACT

Name: Darrel Edge

Address: 2900 Apalachee Parkway, Tallahassee, FL 32399

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Email: DarrelEdge@flhsmv.gov

Internal tracking number, if any: SS-003-19

Date posted: 09/11/2018 Last day for receipt of information: 09/19/2018

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):

81112300: Computer hardware maintenance and support.

81112200: Software maintenance and support.

Quantity or Term (as appropriate):

10/1/2018 – 9/30/2019

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

Christopher Buda, Operations Review Specialist, MS Business Support

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):

This is for the purchase of a one (1) year maintenance contract for the Department's BancTec High Speed Document Scanners. The Department's BancTec High Speed Document Scanners operate on proprietary software created for the Department by Fairfax Imaging. The hardware and software maintenance is required to ensure the accuracy, productivity and longevity of the scanners. The present OPEX Falcon Scanners are operating on software provided by Fairfax Imaging, Inc. The OPEX system shortens the overall scan time and allows the new machines to adapt to new processes, workflows, as well as integrating with the older BancTec and Kodak high speed document scanners.

Intended Single Source:

Fairfax Imaging Inc.
2005 Pan Am Circle, Suite 110
Tampa, FL 33607

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):

Fairfax Imaging is a certified reseller of OPEX scanner equipment and services, and the sole provider of the Quick Module software. As the sole provider of Quick Module software, Fairfax Imaging is the only vendor that can sell and integrate the OPEX Falcon scanners with the Quick Modules software currently utilized by the Department and is, therefore, the only company that can utilize this software as part of maintaining the scanner equipment.

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

Mike Sarvis, Program Manager

Stephanie Duhart, Chief of Records

Trey Collins, Purchasing 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.