

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

AGENCY: Florida Department of Revenue

TITLE: Smarch Professional Archive

Short description of the commodity or service desired: Purchase annual license for Smarch Professional Archive Subscription, which includes Setup, Capture and Archive, and provides Premium support services for the system.

CONTACT

Name: Michael Weyant

Address: 2450 Shumard Oak Blvd, Building 2-1600, Tallahassee, FL 32399

Telephone: 850-717-7565

Email: michael.weyant@floridarevenue.com

Internal tracking number, if any: SS #19/20-20

**Date posted: January 15, 2020    Last day for receipt of information: January 27, 2020**

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):  
43233600, 43232600

Smarch Professional Archive services annual subscription/maintenance  
SetUp Fee  
Capture and Archive Capability  
Premium Support  
Professional Archive - Extended Retention

Quantity or Term (as appropriate):

Term: One Year beginning 04/01/2020 and ending 03/31/2021

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

Florida Department of Revenue  
Information Services Program  
Building 2  
2450 Shumard Oak Blvd  
Tallahassee, FL 32399

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):

The Smarsh Professional Archive software provides domestic electronic communications capture and archiving for mobile capture technology. This allows the Department to capture and store texts on department-owned mobile devices for Department staff, including tax auditors, for research, investigative and public records purposes. The Department will use this software on its mobile devices.

Intended Single Source:

Smarsh, Inc.  
851 SW 6th Avenue, Suite 800  
Portland, Oregon 97204

Estimated Dollar Amount:

\$35,481.60

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):

In response to an audit finding with Auditor General, the Department has determined a need for the ability to capture and archive texts submitted on Department-issued mobile phones. This specific software is required, as Smarsh, Inc. has a unique operating agreement with the cellular communications carriers (i.e. Verizon and AT&T) to be able to intercept text message from the carriers themselves without requiring additional user interface and software. Smarsh, Inc. is the only authorized partner of AT&T and Verizon for mobile capture and is the sole source that can grant a right to deploy services on the Smarsh Professional Archive to the Department.

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

Damu Kuttikrishnan, CIO  
Stephanie Doran, Revenue Program Administrator  
Sarah Fixel, Contract Manager  
Michael Weyant, Procurement Manager

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.