

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

AGENCY: The Florida Department of Health

TITLE: Image API, LLC

Short description of the commodity or service desired: Axiom Pro SaaS Subscription (2 catalogs) (subscription period from 7/1/2020 – 6/30/2021) and Axiom Pro Catalog Enhancements PCR #252-20181107-003.

CONTACT

Name: Erin Lucas

Address: 4052 Bald Cypress Way, Tallahassee FL, 32399

Telephone: 850-617-5881

Email: Erin.Lucas@flhealth.gov

Internal tracking number, if any: EXP2324

Date posted: 5/21/20 @ 3:30pm

Last day for receipt of information: 6/2/20 @ 3:30 pm

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):

81111805: Proprietary or licensed systems maintenance or support

Quantity or Term (as appropriate):

1 year

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

Division of Administration, Bureau of Personnel and Human Resource Management

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 Florida Department of Health, Bureau of Personnel and Human Resource Management (BPHRM) has a need to renew its subscription to the electronic document management system, Axiom Pro. The electronic document management system, Axiom Pro, is the existing system utilized by the Department to support HR and personnel records, and is integrated with the Department's HR ticketing system, FLHealthDesk-FL. BPHRM is required to catalog, organize and store all departmental personnel and human resource records electronically, statewide.

In accordance with Chapter 60A-1.045, Florida Administrative Code, Bureau of Personnel and Human Resource Management requests authorization to purchase, as a single source, enhancements, upgrades and maintenance to the existing Axiom Pro system from Image API, LLC.

Intended Single Source:

Image API, LLC

Estimated Dollar Amount:

\$111,031.20

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):

- Image API, LLC is the sole provider of Axiom Pro upgrades, modification, enhancements and maintenance for their proprietary electronic document management system needed to maintain the continuity of operations between the Department's integrated systems and processes.

Approved By (names & titles, as appropriate, e.g., requestor, requestor management, information systems, budget, purchasing): Sonja German- Jones, OMC 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 s.120.57(3), FS.