

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

AGENCY: Department of Financial Services

TITLE: Procurement Support Services

Short description of the commodity or service desired: Procurement Support Services for ITN 1617-07, Florida PALM Software and System Intergrator Services

CONTACT

Name: Laura I. Jennings, Purchasing Director

Address: 200 E. Gaines Street, Tallahassee, FL 32399-0365

Telephone: 850-413-2070

Email: DFSPurchasing@myfloridacfo.com

Internal tracking number, if any: 1718-21 SS PALM

Date posted: 3/20/2018 Last day for receipt of information: 3/29/2018

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):

80101504 Strategic Planning Consultation Services

80101507 Consultant Services

Quantity or Term (as appropriate):

Upon PO issuance date through June 30, 2018

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

Florida PALM Project

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):

Pursuant to Section 287.057, Florida Statutes (F.S.), and Chapter 2016-66, Section 6, 2317A, Laws of Florida, and as funded in the General Appropriations Act in the following two fiscal years, the Florida PALM Project received replies from qualified vendors to obtain the best and most appropriate means of providing Software and System Integrator Services (SSI) for a new financial management solution under DFS FL PALM ITN 1617-07. As recommended in the 2014 business case known as the "FLAIR Study," the Department contracted with the firm Brandt Information Services, Inc. (Brandt), through the IT Consulting State Term Contract to help the State develop the ITN and provide procurement support to the Department. Brandt then

subcontracted this work to International Consulting Acquisition Corp. (ICAC). Due to ICAC's assistance during the development of the Florida PALM solicitation requirements, the extensive knowledge ICAC gained during that process, and its involvement through the procurement and negotiations over the past three years, ICAC's continued services are necessary to provide continuity of service through completion of the negotiation of the SSI contract.

Intended Single Source:

International Consulting Acquisition Corp. (herein referred to as "ICAC")

Estimated Dollar Amount:

\$80,500.00

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):

ICAC, as the subcontractor of Brandt, via Request for Quote RFQ 14/15-10, SSI Procurement Support Services, resulting in PO780321, provided subject matter expertise for the acquisition of Enterprise Resource Planning software and integrator services to assist the Department with the negotiation of a financial management solution. As a result, DFS FL PALM ITN 1617-07 was issued and the Department received replies on January 24, 2017. The ITN is ongoing and in the final negotiation phase of the solicitation. Therefore, the Department is issuing this single source to retain the services of ICAC due to its extensive involvement and knowledge in the development of requirements of the ITN, as well as its involvement in the complex negotiations completed thus far under ITN 1617-07.

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

Stuart Potlock, Contract Manager

Melissa Turner, Project Director

Linda Reel, Office of General Counsel

Laura I. Jennings, Purchasing Director

Scott Fennell, Deputy CFO Operations

Ryan West, Chief of Staff

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.