

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

AGENCY: Department of Children and Families, Office of Information Technology Services

TITLE Exstream Licensing & Maintenance

Short description of the commodity or service desired: Software maintenance services for the Exstream Software Tools: Exstream Protect Anytime, Portable Document Format (PDF) Output, Output Batch Compare, Output Compare, Portable Document Format (PDF), Design Portable Document Format (PDF), Designer, Dynamic Content Import, High-Volume Delivery, 1:1 Document Creator, Advanced Tables, Advanced Function Presentation (AFP) Output.

CONTACT

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Internal tracking number, if any:

Date posted: March 13-March 22, 2019 Last day for receipt of information: March 22, 2019

This description of commodities or contractual services intended for purchase from a single source is posted in accordance with section 287.057(5)(c), Florida Statutes and will remain posted for a period of at least 7 business days.

Commodity or Service Required (commodity class and group, manufacturer, model, and description, as appropriate):
43232701

Quantity or Term (as appropriate):
6/01/2019 - 5/31/2020

Requestor (division, bureau, office, individual, as appropriate):
Kit Goodner Application Management - Office of Information Technology Services

Performance and/or Design Requirements (intended use, function or application, compatibility etc. requirements; reference to policy, rule, statute or other act of the Legislature, etc., as appropriate):
Pursuant to the provisions of State Purchasing Rule 60A-1.010(1) FAC, Information Systems is hereby posting notice of its intent to purchase the bundled software license and maintenance services for the Exstream software support as noted above from Open Text.

Intended source (vendor, contractor):
Open Text Inc.

Estimated Dollar Amount:
\$36,449.07

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):

The Department initially purchased this software in support of the Governor's Plain Language initiative (Executive Order 07-01) to rewrite notices and to ensure that notices contain clear and concise instructions and information. These notices encompass various notifications and letters to the clients including Eligibility Determinations (TANF, Medicaid, and Food Stamp recipients), Food Stamp Notices, SSI Clients, Child Support Notices, Reports to Credit Bureaus, Child Care Notices, National Medical Support Notices, Post Master Request letters, Voter's Registration Notification, Benefit Recovery Statements and On Request Notice Files. The maintenance renewal for this software will allow the Department to continue to eliminate redundant systems, streamline document processes, significantly reduce costs, get critical communications to customers faster and improve customer expectations. Open Text is the only vendor that sells and supports the Exstream software tools.

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

Kit Goodner - Application Management - Office of Information Technology Services

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:

1. Provide notice of its intended decision to enter a single-source purchase contract in the manner specified in s.120.57(3) FS, if the amount of the contract does not exceed the threshold amount provided in s.287.017 for CATEGORY FOUR.
2. Request approval from the Department of Management Services for the single-source purchase, if the amount of the contract exceeds the threshold amount provided in s.287.017 for CATEGORY FOUR. If the Department of Management Services approves the agency's request, the agency shall provide notice of its intended decision to enter a single-source contract in the manner specified in s.120.57(3), FS.