

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

AGENCY: Florida Department of Revenue

TITLE Maintenance for OPEX Equipment

Short description of the commodity or service desired: Service agreement for maintaining the Department's OPEX mailing equipment

CONTACT

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Internal tracking number, if any: 19/20-38

Date posted: June 1, 2020

Last day for receipt of information: June 10, 2020

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):

963-660 MAILING MACHINES, POSTAGE METERS, AND RELATED MAILING EQUIPMENT; MAINTENANCE SERVICE
Maintenance agreement for OPEX mailing equipment.

Quantity or Term (as appropriate):

12 months

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

Florida Department of Revenue
General Tax Administration
5050 W Tennessee Street
Tallahassee, FL 32399

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):

12 month maintenance agreement for OPEX Equipment

Intended source (vendor, contractor):

OPEX Corporation

Estimated Dollar Amount:

\$265,462.09

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):

OPEX Corporation certifies that they are the sole authorized source for sales, parts and services on its equipment. The equipment utilizes proprietary service diagnostic software covered by various patents and copyrights, which have not been released to thir parties. OPEX's maintenance staff has the expert technical training/experience for supporting and maintaining the equipment.

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

Emily Greene, General Tax Administration

Thomas McCaffrey, General Tax Administration

Alison Thomas, Purchasing

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.