

**NOTICE OF INTENDED DECISION  
TO ENTER INTO A SINGLE SOURCE CONTRACT  
(PUR 7778)**

This Notice of Intended Decision to Enter into a Single Source Contract is posted in accordance with section 287.057(3), Florida Statutes.

AGENCY: Department of Economic Opportunity (DEO)

TITLE: Carahsoft Technology Corporation – Conga Composer Business Edition Licenses

Short description of the commodity or service desired: GeoPoint GeoDirectory for Fraud Detection

CONTACT

Name: Michelle Currie, Purchasing Analyst/Vincent McKenzie, Purchasing Manager

Address: 107 East Madison Street, Caldwell Building, Tallahassee, Florida 32399

Telephone: 850-245-7472/850-245-7463

Email: Michelle.Currie@deo.myflorida.com/Vincent.McKenzie@deo.myflorida.com

Internal tracking number, if any: SS-22-005-MC Decision

**Date posted: November 29, 2021**

**Time Posted: December 2, 2021**

Commodity or Contractual Service (commodity or United Nation Standard Products and Services Code (UNSPSC), manufacturer, model, and description, as appropriate):

43231500- Business function specific software

43232300 – Data Management and Query Software

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

Division of Finance of Administration, Bureau of Financial Management

Performance and/or Design Requirements (intended use, function or application, compatibility, requirements; reference to policy, rule, statute or other act of the Legislature, as appropriate):

DEO is seeking software to provide enhanced reporting in coordination with its Salesforce solution. This reporting is needed to provide timely and accurate financial and programmatic reporting to DEO internal and external partners including, but not limited to federal cognizant agencies, DEO subrecipients, and contract staff supporting Rebuild Florida. DEO currently uses Conga Composer Business Edition to provide these enhanced reporting functions.

Intended Single Source:

Carahsoft Technology Corporation

11493 Sunset Hills Road

Suite 100

Reston, Virginia 20190

Price:

\$96,710.51 (Amended from \$94,370.51)

Justification for Single Source Purchase (what is necessary and unique about the commodity, contractual service, or source; steps taken to confirm unavailability of competition, as appropriate):

Conga Composer Business Edition (Conga) helps government agencies improve productivity and utilize network solutions. DEO currently utilizes Conga in coordination with its Salesforce solution. Conga has identified Carahsoft Technology Corporation, which serves as the master government aggregator and distributor for Conga, as the only reseller of Conga in the State of Florida.

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

Sharon Runyan, GOC II  
Lemuel Toro, Revenue Program Administrator  
Caroline Womack, Chief, Bureau of Financial Management  
Michelle Currie, Purchasing Analyst  
Vincent McKenzie, Purchasing Manager

**Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to file a bond or other security within the time allowed for filing a bond, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.**