

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

AGENCY: Florida Department of Highway Safety and Motor Vehicles (FLHSMV)

TITLE: Fairfax Software System Solution Maintenance

Short description of the commodity or service desired: Fairfax Imaging Quick Module software applications, Opex Falcon and IBML IT6 scanner maintenance.

CONTACT

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Internal tracking number, if any: SS-001-22

Date posted: October 12, 2021

Last day for receipt of information: November 2, 2021

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 seven (7) business days.

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

81112300 Computer hardware maintenance and support

81112200 Software maintenance and support

Quantity or Term (as appropriate):

1 year

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

Angela Lynn, Program Manager, Bureau of Records and Data 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):

This intended purchase is for annual software and hardware maintenance of Fairfax Imaging Quick Module software applications, Opex Falcon and IBML IT6 scanners provided by Fairfax Software. The scanners used by the Department operate on proprietary software created by Fairfax Software, which support the Department's Imaging System, are heavily utilized by the Department, and are crucial for records management. Hardware and software maintenance are necessary to ensure the accuracy, productivity and longevity of the Department's scanners, imaging system and equipment. Fairfax Software provides maintenance on the basis of the entire system not specific components.

Intended Single Source:

Fairfax Software

2005 Pan Am Circle, Suite 110

Tampa, Florida 33607

Estimated Dollar Amount:

Total Annual Maintenance: \$106,782.90

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's current Fairfax Imaging Quick Module software applications, Opex Falcon and IBML IT6 scanners are provided by Fairfax Software. Fairfax Software is the sole provider for software and hardware maintenance of Fairfax Imaging Quick Module software applications, Opex Falcon and IBML IT6 scanners.

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

Mina Barekat, Senior Procurement Consultant, Purchasing and Contracts

Angela Lynn, Program Manager

Stephanie Sanford, Procurement Administrator, Purchasing and Contracts

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.