

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New OTR Sole Source Bid Waiver Emergency Previous Contract/Project No. Contract N/A
 Re-Bid Other Legacy Contract LIVING WAGE APPLIES: NO

Requisition No./Project No.: RQET1600018 TERM OF CONTRACT One (1) Year WITH Four (4) one year OTR's

Requisition /Project Title: e-Notify System

Description:

The purpose of this acquisition is to establish a long term replacement legacy contract to allow the Information Technology Department to obtain maintenance and support services for the e-Notify System provided by Orion Communication, Inc.

Issuing Department: ITD

Contact Person: Sherry Y. Crockett

Phone: 305-375-4693

Estimate Cost: \$180,180.00

Funding Source: General Fund

ANALYSIS

Commodity Codes: 918-29			
Contract/Project History of previous purchases three (3) years Check here N/A if this is a new contract/purchase with no previous history.			
	EXISTING	2ND YEAR	3RD YEAR
Contractor(s):	Orion Communications, Inc.		N/A
Small Business Enterprise:			
Contract Value:			
Comments:			
Continued on another page (s): <input type="checkbox"/> YES <input type="checkbox"/> NO			
<u>RECOMMENDATIONS</u>			
	Set-aside	Sub-contractor goal	Bid preference
SBE			
Basis of recommendation:			
Signed: <i>Sherry Y. Crockett, CPFB</i>		Date sent to SBD: <i>February 11, 2016</i>	
		Date returned to DPM:	

NON-COMPETITIVE REVIEW SUMMARY

Action: Legacy Contract

Requisition No.: RQET1600018

Committee/Committee Date: N/A

* DPM internal Processing due date:

Projected BCC Date: *(If applicable)*

Purpose of the Acquisition: The purpose of this acquisition is to establish a long term replacement legacy contract to allow the Information Technology Department to obtain maintenance and support services for the e-Notify System provided by Orion Communications, Inc.

Recommended Vendor: Orion Communications, Inc.

Contract Term: One (1) Year with Three (1) One Year Options –To-Renew

Contract Amount: \$180,180 for initial One (1) Year Term

OTR1 - \$3,300

OTR2: \$3,300

OTR3: \$3,300

OTR4: \$3,300

Cumulative Total: *Should the County elect to exercise all options to renew, the cumulative total will be \$193,380.

Background:

Currently the Information Technology Department (ITD) utilizes an eNotify web based system for the creation and service of subpoenas within the law enforcement community in the Eleventh Judicial Circuit. The system is utilized by the State Attorney's Office, Public Defender's Office and the Courts to electronically provide notice to law enforcement agencies of case-related matters within Miami-Dade County.

The initial contract of the e-Notify software was awarded in 2006 from Orion Communications, Inc., under contract BW8015-7/16. The initial contract was for a three (3) year period with option to renew (OTR) for seven (7) additional years. This contract is in its last (OTR) period which will be expiring on June 30, 2016. Upon completion of this term, the County will be left without support for the e-Notify application that is currently used by 56 law enforcement agencies and 5 courts.

Purpose

The purpose of this request is to ensure the continued maintenance and support of the e-Notify software owned by Orion Communications, Inc. Due to extensive customizations done over the years and Orion's involvement in maintaining the highly customized system, the previous fixed maintenance price proved to be inadequate. In order to continue maintaining all the customized software code, database, and server versions upgrades, the County would like to continue the maintenance and services plus an additional interface implementation of a new interface between the County and the e-Notify application.

Market Research:

Due to the proprietary nature of the e-Notify system, Orion Communications is the sole provider of on-going updates, annual maintenance, and support for the system. Purchasing a new product is not an appropriate business alternative for this project due to the cost, time and risk associated with a project of this complexity. Approval of the legacy contract will ensure continuity of services for the critical business function of all the agencies interfacing with the many court and law enforcement computer system that will be supported by this legacy contract.

Recommendation:

It is recommended that this request be approved as a legacy contract to provide (ITD) with the ability to procure ongoing maintenance and support services of the e-Notify software system which would continue to electronically provide notice to law enforcement agencies of case related matters within Miami Dade County. For operational continuity, it is the best interest of the County to establish a long term contract with Orion Communications, Inc. the copyright holder of the software and associated services.

Procurement Contracting Officer

Date



**INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT SERVICES**

Justification/Input Document for Non-Competitive Acquisition

It is the policy of Miami-Dade County to consistently purchase goods and services using full and open competition. The citizens of Miami-Dade County are best served when we make sound business decisions based on competitive bids or proposals. Early acquisition planning that includes consultation with Internal Service Department's procurement staff can help avoid delays and facilitates effective market research. However, there may be instances when other than full and open competition may be justified. When a user department(s) determines that other than full and open competition is necessary or in the best interest of the County, appropriate justification for that course of action must be submitted to ISD for approval and execution in order to waive the competitive bid/proposal process.

Please provide the information requested below to support the need and feasibility for waiving the competitive bid/proposal process:

Department:	Information Technology Department		
Contact Person:	Mirta Cardoso	Phone Number:	305-596-8690
Requisition No.:	RQET1600018	Estimated Value:	\$180,180.00
Proposed Vendor:	Orion Communications Inc.		
Previous Contract Number:	BW8015-7/16-7	Previous Contract Value:	91,200.00

Purpose of the Contract Renewal

The purpose of this request is to ensure the continued maintenance and support of the e-Notify software owned by Orion Communications Inc. The e-Notify is utilized for the creation and service of subpoenas within the law enforcement community in the Eleventh Judicial Circuit. The system is utilized by the State Attorney's Office, Public Defender's Office and the Courts to electronically provide notice to law enforcement agencies of case-related matters within Miami-Dade County.

The initial implementation of the e-Notify software was awarded in 2006, from Orion Communications, under contract BW8015-7/16-OTR, which is on its last OTR, expiring on June 30, 2016. Due to the extensive customizations done over the years and Orion's involvement in maintaining the highly customized system, the previous fixed maintenance price proved to be inadequate. In order to continue maintaining all the customized software code, database, and server version upgrades, Orion and the County have agreed to the new maintenance price attached. The initial year total of \$180,180 includes the maintenance plus an additional interface implementation of a new interface between the Miami Dade County Police Department's Human Resources System and the e-Notify application.

Five yearly OTR's are also being requested for the new contract.

Best Interest of the County / Uniqueness of Product

Please provide a detailed description as to why a waiver of formal bidding is in the County's best interest (e.g., product standardization, compatibility, proprietary access or distributorship, how vendor is uniquely qualified to provide the needed product or service, etc.). Please note that a lack of advance planning is not an acceptable justification for a non-competitive acquisition.



**INTERNAL SERVICES DEPARTMENT
PROCUREMENT MANAGEMENT SERVICES**

The County has been effectively utilizing the e-Notify software from Orion Communications since 2007. Continuing the contract with the copyright holder is necessary for the next six years to support the current and subsequent versions of our e-Notify software.

Due to the long term and considerable investment (in excess of \$800,000) and over nine years of multiple agencies' involvement on the e-Notify system, replacing this product would incur extensive costs. There are no other companies that offer the functionality of the existing product.

It is in Miami-Dade County's best interest to continue to use this solution as significant time and effort has already been invested on the following:

- The customization work needed to do Miami-Dade branding, inclusion of Miami-Dade policy links and acceptance forms.
- Integration with law enforcement and court systems.
- Florida State Supreme Court approval for a paperless subpoena process.

Market Research

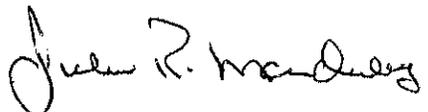
Please describe your market research and the results thereof. This should include a description of other, similar sources or products available in the market if any and why they are not acceptable.

There are no similar products that offer the functionality of the e-Notify system. To be able to get the same functionality that e-Notify currently provides, a new product would have to be developed. In 2015, various counties in the United States were surveyed about the system they use to manage electronic notifications and the majority of them did not have an electronic notification system. Those counties were still sending paper subpoenas to the officers. The counties that did have an electronic notification system were using Orion Communications' e-Notify software or an in-house solution.

Proposed Actions

Please describe the actions the department will take to overcome the present barriers to competition prior to any future acquisitions of this product or service.

For operational continuity it is in the best interest of the County to establish a long term contract with Orion Communications, the copyright holder of the software and associated services.


Department Director's Approval

2/3/16
Date Approved

Quote

Orion Communications, Inc. *Confidential*

To: Miami Dade Police Department Date: 9/17/2015
 Information Technology Department
 ATTN: Rey Perez Quote Valid Through: 12/16/2015

Purpose: 1-Way Oracle / E-Notify Interface Quote

From: Jackie Belasky
 Orion Communications, Inc.
 214-361-1203, X2413
 jbelasky@orioncom.com

<i>Pricing Summary</i>	
AgencyWeb® Agent Interface	\$15,000
AgencyWeb® Application & Interfaces Installation	\$3,750
<i>Sub-Total</i>	\$18,750

<i>Line Item Breakdown</i>					
Qty	Item Type	Description	Price		Total
Interfaces					
1	INT	AgencyWeb® Agent (1-way interface from Oracle to Enotify)	\$15,000		\$15,000
<i>Interface Software Total</i>					\$15,000
Software Installation Services					
1	INSTALL	AgencyWeb® Agent Interface Installation & Configuration	\$3,750		\$3,750
<i>Installation Services Total</i>					\$3,750
Total					\$18,750

NOTE: Maintenance based on 22% of original software price and begins 1 year after interface goes into Production.

<i>Annual Maintenance Fees (Years 1-5)</i>	
Annual Maintenance Year 1	Included
Annual Maintenance Year 2	\$ 3,300
Annual Maintenance Year 3	\$ 3,300
Annual Maintenance Year 4	\$ 3,300
Annual Maintenance Year 5	\$ 3,300
(5) Year Total Annual Maintenance Cost	\$ 13,200

Quote

Orion Communications, Inc.

Confidential

To: Mike Kron, Computer Services Manager
ETSD, Miami-Dade CO

Date: 2/18/2015
5/19/2015

Purpose: E-Notify Annual Maintenance
July 1 2016 through 6/30/2017

From: Leslie DeLatta
Orion Communications, Inc.
214-361-1203
ldelatte@orioncom.com

Summary	
Maintenance on Original E-Notify Software	\$ 79,200
Maintenance on Add-On to E-Notify Software	\$ 97,680
Total	\$ 176,880

Line Item Breakdown			
Qty	Item Type	Description	Price
Maintenance for E-Notify Original Software			
1	MAINT	Original E-Notify Subpoena Product	\$ 79,200
			<i>Sub-Total</i> \$ 79,200
Maintenance for E-Notify Add-On Software			
1	MAINT	Archive Solution Maintenance Prod	\$ 2,640
1	MAINT	Archive Solution Maintenance Stage	\$ 1,320
1	MAINT	Archive Solution Maintenance Test	\$ 1,320
1	MAINT	ProdCJS_Officer - Send	\$ 3,850
1	MAINT	ProdCJS_Schedules - Send	\$ 3,850
1	MAINT	ProdCJS_CaseDocket - Send	\$ 3,850
1	MAINT	ProdCJS_Court - Consume	\$ 3,850
1	MAINT	ProdCJS_Subpeona - Consume	\$ 3,850
1	MAINT	ProdCJS_Case Status - Consume	\$ 3,850
1	MAINT	ProdPark_CaseDocket - Send	\$ 3,850
1	MAINT	ProdPark_Court - Consume	\$ 3,850
1	MAINT	ProdPark Subpeona - Consume	\$ 3,850
1	MAINT	ProdPark_Case Status - Consume	\$ 3,850
1	MAINT	ProdTIS_CaseDocket - Send	\$ 3,850
1	MAINT	ProdTIS_Court - Consume	\$ 3,850
1	MAINT	ProdTIS Subpeona - Consume	\$ 3,850
1	MAINT	ProdTIS_Case Status - Consume	\$ 3,850
1	MAINT	SAO/PDO Web Service	\$ 3,850
1	MAINT	TIS Web Service	\$ 3,850
1	MAINT	CJIS Web Service	\$ 3,850
1	MAINT	Test/StageCJS_Officer - Send	\$ 1,925
1	MAINT	Test/StageCJS_Schedules - Send	\$ 1,925
1	MAINT	Test/StageCJS_CaseDocket - Send	\$ 1,925
1	MAINT	Test/StageCJS_Court - Consume	\$ 1,925
1	MAINT	Test/StageCJS_Subpeona - Consume	\$ 1,925
1	MAINT	Test/StageCJS_Case Status - Consume	\$ 1,925
1	MAINT	Test/StagePark_CaseDocket - Send	\$ 1,925
1	MAINT	Test/StagePark_Court - Consume	\$ 1,925
1	MAINT	Test/StagePark Subpeona - Consume	\$ 1,925

1	MAINT	Test/StagePark_Case Status - Consume	\$	1,925
1	MAINT	Test/StageTIS_CaseDocket - Send	\$	1,925
1	MAINT	Test/StageTIS_Court - Consume	\$	1,925
1	MAINT	Test/StageTIS Subpeona - Consume	\$	1,925
1	MAINT	Test/StageTIS_Case Status - Consume	\$	1,925
			<i>Sub-Total</i>	\$ 97,680

Introduction

The eNotify application is a web-based system for the creation and service of subpoenas within the law enforcement community in the Eleventh Judicial Circuit. The system is utilized by the State Attorney's Office, Public Defender's Office and the Courts to electronically provide notice to law enforcement agencies of case-related matters within Miami-Dade County.

Background

The initial contract with Orion was executed on 06/29/2006 for the duration of 3 years, with the option to renew the contract for an additional 7 years. The County exercised the option to renew the additional 7 years. Upon completion of this term, the County will be left without support for the eNotify application that is currently used by 56 law enforcement agencies and 5 courts.

Vendor Specifications

The vendor must provide the following within their maintenance and warranty support package.

- Technical support/software maintenance
- Upgrades, including new releases of the system software
- Automated Quality Assurance (QA) testing
- Diagnose issues and support user requests
- Perform functional analysis and perform data conversion/system integration services.

- System Configuration as needed
- Help desk services, to include email support and online trouble ticket system.
- Telephone support between the hours of 8:00 am and 5:00 pm Central Time, excluding federal holidays.

Note to ISD officer: Standard and special clauses in the current contract can be adopted in the legacy contract, except the new pricing model must be incorporated.