DEPARTMENTAL INPUT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

- New
- OTR
- Sole Source
- Bid Waiver
- Emergency
- Previous Contract/Project No.
  BW7940-5/11-5
- Re-Bid
- Other

Requisition No./Project No.: ROFN1200006

TERM OF CONTRACT 4 YEAR(S) WITH 3 YEAR(S) OTR

LIVING WAGE APPLIES:  

YES  x NO

Requisition/Project Title: AdvantEdge Collections Software System Maintenance and Support Services

Description: Maintenance and Support Services for the existing AdvantEdge Collections Software System

Issuing Department: ISD
Contact Person: Dakota Thompson
Phone: 305-375-2356

Estimate Cost: $81,085

Funding Source: Proprietary Funds

ANALYSIS

Commodity Codes:  920-45

Contract/Project History of previous purchases three (3) years

Check here if this is a new contract/purchase with no previous history.

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>2ND YEAR</th>
<th>3RD YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accelerated Data Systems, Inc.</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Contract Value: $81,085.00

Comments:

Continued on another page(s):  

RECOMMENDATIONS

<table>
<thead>
<tr>
<th>SBE</th>
<th>Set-aside</th>
<th>Sub-contractor goal</th>
<th>Bid preference</th>
<th>Selection factor</th>
</tr>
</thead>
</table>

Basis of recommendation:

Signed: Dakota Thompson, CPPB

Date sent to SBD: 03/29/12

Date returned to DPM:
**Title:** Acceptance/Day Systems (ADS) Software Maintenance Agreement

**Date:** 8-12

<table>
<thead>
<tr>
<th>Contract Name</th>
<th>884-45807</th>
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<tbody>
<tr>
<td>Contract #</td>
<td>38-006</td>
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<tr>
<td>Order #</td>
<td>20006</td>
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<tr>
<td>Completion Date:</td>
<td>5-25-99</td>
</tr>
<tr>
<td>Effective Date:</td>
<td>6-1-99</td>
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**Purpose of Agreement:**

The purpose of this Agreement is to provide for the continuing maintenance and support of the ADS Software Maintenance System. This Agreement shall remain in effect until terminated by either party upon 30 days written notice. The Agreement may be renewed for additional periods of one year upon mutual agreement.

**Maintenance Services:**

The ADS Software Maintenance System provides ongoing support and maintenance services to ensure the system remains usable and operational. This includes the following:

- **Bug Fixes:** Immediate resolution of any bugs discovered in the system.
- **Feature Updates:** Continuous updates to add new features and improve functionality.
- **Performance Improvements:** Regular optimization of the system to enhance performance.
- **Security Patches:** Application of security patches to protect against vulnerabilities.
- **Customization Requests:** Fulfillment of customization requests to meet specific user needs.

**Support Hours:**

The support team is available Monday through Friday, 9:00 AM to 5:00 PM (Eastern Time). Support may be provided outside of these hours in emergency situations.

**Cost:**

The cost for the ADS Software Maintenance System is $5,000 per year. This fee covers all maintenance and support services provided under this Agreement. Payment is due in advance of each renewal period.

**Termination:**

Either party may terminate this Agreement at any time by providing written notice to the other party. Termination shall become effective 30 days after receipt of the notice.

**Confidentiality:**

The parties agree to maintain confidentiality of all information disclosed under this Agreement. This includes information related to the ADS Software Maintenance System and any data processed through the system.

**Governing Law:**

This Agreement shall be governed by and construed in accordance with the laws of the State of [State Name], without regard to its conflict of laws provisions. Any disputes arising under or relating to this Agreement shall be resolved through arbitration under the rules of [Arbitration Rules].
Team 2
NON-COMPETITIVE REVIEW SUMMARY

Requisition: FN1200006

Type of Non-Competitive Request: Bid Waiver

Committee/Committee Date: N/A

Projected BCC Date: (If applicable) N/A

Purpose of the Acquisition:
The purpose of this acquisition is to establish a replacement term contract for the Miami-Dade Finance Department to procure the annual software, maintenance and Support Services, provided by Accelerated Data Systems, Inc, for the existing collections software.

Recommended Action:
Proceed with establishing a Bid Waiver contract to provide Finance with the ability to pay for annual software maintenance and support services for the existing AdvantEdge Collection Software utilized by the Miami-Dade Finance Department for debt collections.

Term of Contract: Initial four year term, with three one-year options to renew (OTR).

Contract Amount: $81,085 for initial four year term

Estimated Cumulative Value: $148,510.68 should all available OTR terms be exercised

Background:
The Miami-Dade Finance Department (FN) is requesting a term contract be established for the purchase of annual software maintenance and technical support services for the existing AdvantEdge Collection Software System (System), provided by Accelerated Data Systems, (ADS) Inc.

The System is utilized by the Credit and Collections Section of the Finance Department to recover monies owed to various County Agencies. The original purchase was acquired through a competitive (RFP) solicitation process in 2003 and awarded to Accelerated Data Systems, Inc. The AdvantEdge software was developed and customized specifically to meet the needs of Miami-Dade County for tracking credit and debt collections.

Upon the expiration of the initial contract, a Bid Waiver was established in 2006 for a one year term with five additional options to renew periods. The incumbent vendor, ADS was awarded the contract to provide the continued maintenance and technical
support services. The current contract is in the final OTR period, which expires 6/30/2012, and requires a replacement agreement be established for continuity of services.

**Market Research:**

Several companies were identified that can provide similar products, such as: Latitude Software, Comtronic Systems, Database Systems Corporation and DAKCS Software Systems, Inc. None of the firms identified are authorized to provide the ongoing maintenance and support services for the existing AdvantEdge collection software systems. Additionally, ADS does not have any resellers available to provide these services.

**Recommendation:**

Accelerated Data Systems, Inc. is the proprietary owner and developer of this software. ADS is the sole provider of the required maintenance and support services. Miami-Dade County has invested $271,021 into this system, and ADS has agreed to a 3% annual increase instead of 5%; a total savings of $9,300. It would not be economically feasible to replace this software system at this time. It is recommended that this request be approved as a bid waiver to provide Finance with the ability to pay for required maintenance support services.

*Dakota Thompson, CPPB*

Procurement Contracting Officer 1

*Julissa Alfonso*

Manager Team 2

*03/21/2012*

*01/22/12*