

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

☒ New ☐ OTR ☐ Sole Source ☒ Bid Waiver ☐ Emergency Previous Contract/Project No. BW9698-4/17-4

Contract
☐ Re-Bid ☐ Other – Access of Other Entity Contract LIVING WAGE APPLIES: ☐ YES ☒ NO

Requisition No./Project No.: RQET1800007 TERM OF CONTRACT 5 YEAR(S) WITH YEAR(S) OTR

Requisition /Project Title: TOKAY SQL BACKFLOW PREVENTON SOFTWARE ANNUAL SUPPORT

Description: The purpose of this requisition is to establish a legacy contract for continuity of services with Tokay Software, Inc., the copyright holder of Tokay SQL software. This software product provides services necessary to administer and track backflow for MDWASD'S operations.

Issuing Department: ISD Contact Person: Margaret Brown Phone: 305-375-4914

Estimate Cost: \$171,435.00 GENERAL FEDERAL OTHER

Funding Source: Proprietary

ANALYSIS

<u>Commodity Codes:</u>	<u>920-45</u>	<u> </u>	<u> </u>	<u> </u>
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.				
	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>	
Contractor:	<u>Tokay Software, Inc.</u>	<u> </u>	<u> </u>	
Small Business Enterprise:	<u> </u>	<u> </u>	<u> </u>	
Contract Value:	<u> </u>	<u> </u>	<u> </u>	
Comments:	<u> </u>			
Continued on another page (s): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				

RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
SBE	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Basis of Recommendation: <u> </u>				
Signed: <u>Margaret Brown</u>		Date sent to SBD: <u>7/6/2018</u>		
		Date returned to PM: <u> </u>		



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:	ITD for WASD		
Contact Person:	Tania Gundin	Phone Number:	(305) 596-8285
Requisition No.:	RQET1800007	Estimated Value:	\$171,435 – One (1) year initial term with four (4) one (1) year OTRs.
Proposed Vendor:	Tokay Software, Inc.		
Previous Contract Number:	BW9698-4/17	Previous Contract Value:	\$63,035 – 5 years

Purpose of the Purchase

Please describe your minimum requirements and the benefits of making the acquisition.

WASD is the legal authority and administrator for Miami-Dade's Cross Connection Control (CCC) Program. A Cross Connection is a connection or potential connection between any part of the potable water system to a non-potable or unknown water source, causing potential contamination to the water system.

The purpose of this bid waiver request is to acquire continued service of the Tokays Cross-Connection Control database system, provided by Tokay Software, Inc. The system is currently installed at ITD and has performed adequately for the 5 years of the current contract. During the current 5-year term, the customer base for testing gradually increased to the current 30,000 annual mark and this level is maintained in pricing throughout the proposed new 5-year term.

The proposed acquisition also assists WASD with its overall goal to protect the public water supply and public health.

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.

Tokay software is the sole source and sales agent for the Tokays application, application support, user training and on-line hosting services utilized by WASD for CCC program administration.

Tokay Software hosts the website where private testers enter test results online. Tests are electronically loaded into the Tokays application. Hundreds of hours of manual data entry are eliminated by Tokay's

online testing service. Tokays is the only Microsoft SQL application dedicated to CCC & Backflow Prevention program administration.

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.

A competitive proposal was received on 1/11/2018, from XC2 Software, LLC. XC2 is a leading competitor for Tokay, but a change in systems will also cause a change in hardware at ITD and an increase in overall costs.

XC2's Year1 Installation & License costs would range from \$33,000 - \$35,000. Tokay set up costs were about \$25,000 in its initial year.

XC2's annual Maintenance Fees (after the first year) are about \$6,400 (plus unknown annual escalations) versus \$3,900 (Year2) to \$5,000 (Year5) for Tokay's proposed Maintenance costs.

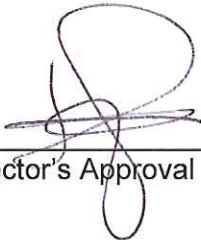
Customer's Test Fees for XC2 and Tokay are the same at \$1 per test or \$30,000 annually.

A 5-year contract with XC2 is approximately \$210,000 versus \$171,435 with Tokay (5-year savings about \$39,000).

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.

WASD proposes the continued use of the Tokays product, as provided by Tokay Software, Inc. since it is sufficiently functional and optimally priced, while marketplace developments will be monitored routinely for more efficient and competitive systems.



Department Director's Approval

1/30/2018

Date Approved