

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

AGENCY: Northwood Shared Resource Center

TITLE Maintenance/Subscription for the Pitney Bowes software

Short description of the commodity or service desired: Maintenance and support for Code-1 Plus, Universal Addressing Module, Universal Addressing Module WEB, and US Postal Database.

CONTACT

Name: Stu Potlock

Address: 1940 North Monroe St. Suite 80

Telephone: 850-921-0684

Email: stu.potlock@dcf.state.fl.us

Internal tracking number, if any: 20100920 Pitney Bowes

Date posted: 9/20/2010

Last day for receipt of information: 9/29/2010

This description of commodities or contractual services intended for purchase from a single source is posted in accordance with section 287.057(5)(c), Florida Statutes and will remain posted for a period of at least 7 business days.

Commodity or Service Required (commodity class and group, manufacturer, model, and description, as appropriate):
252-920

Quantity or Term (as appropriate):
11/01/2010 - 10/31/2011

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

Performance and/or Design Requirements (intended use, function or application, compatibility etc. requirements; reference to policy, rule, statute or other act of the Legislature, etc., as appropriate):
Pursuant to the provisions of Rule 60A-1.045(1) FAC, the Northwood Shared Resource Center is hereby posting notice of intent to purchase maintenance and support for Code-1 Plus, Universal Addressing Module, Universal Addressing Module Web and US Postal Database.

Intended source (vendor, contractor):
Pitney Bowes Software

Estimated Dollar Amount:
\$41,763.00

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 wishes to continue maintenance and support for their Code-1 Plus, Universal Addressing Module, Universal Addressing Module WEB and US Postal Database which is currently installed on the

department's IBM mainframe computer to assist in the mailing of FLORIDA System Public Assistance and Child Support Enforcement correspondence.

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

James Steward, Executive Director

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:

1. Provide notice of its intended decision to enter a single-source purchase contract in the manner specified in s.120.57(3) FS, if the amount of the contract does not exceed the threshold amount provided in s.287.017 for CATEGORY FOUR.
2. Request approval from the Department of Management Services for the single-source purchase, if the amount of the contract exceeds the threshold amount provided in s.287.017 for CATEGORY FOUR. If the Department of Management Services approves the agency's request, the agency shall provide notice of its intended decision to enter a single-source contract in the manner specified in s.120.57(3), FS.