Henry P. Roybal
Commissioner, District 1

Miguel M. Chavez
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3

Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

October 6, 2016

TO: Procurement File

FR: Bill Taylor, Procurement Manager BT

VIA: Daniel Sanchez, IT Division Director

RE: SOLE SOURCE DETERMINATION FOR A ONE YEAR LICENSE AND MAINTENANCE AGREEMENT WITH Cartegraph Systems, Inc IN THE AMOUNT OF $35,700.00.

Issue

The Santa Fe County Public Works Department, Roads and Traffic Division utilizes the Cartegraph software infrastructure and access to Roads and Traffic work order system to track costs of each work request regarding labor and equipment costs. This license and software enables continued operation of the County's existing Cartegraph application and provide continued access to the software for toads and traffic operations and budget controls.

Cartegraph is a database system Public Works has relied on since 2012 for mission critical work. Public Works Department rely on this system to manage road maintenance and planning, Traffic management and data collection. Customized application software has been deployed throughout the County and Agency programs and is deeply embedded in the agency operations.

By continuing to license the Cartegraph software program, the County's Agency Opertations can continue without interruption. These Cartegraph software applications are, in turn, tools that are essential to the daily work of SFC Public Works Department.

The selection of Cartegraph software platform and development tools must meet the following criteria:

- 100% compatible with the agency's existing application software environment to enable continued operation of those applications for the next maintenance year.
- Provide tools to develop new Countywide applications and tools that can be deployed via the web and via mobile devices, including iOS- and Android-based smart devices.
- Compatible with and known to work with SFC's existing hardware and network infrastructure, including its virtual machine environment hosting license management software.

- Include development tools and application programming interfaces (APIs) with which SFC software development and staff are familiar.

Determination

Due to the proprietary rights and copyrights to the software and applications specific to Cartegraph and the requirement of daily operations for the Roads and Traffic Division of the Public Works Department, no other professional service vendor can provide the criteria needed to meet the workflows to maintain enhance or support applications utilized by Santa Fe County.

Therefore it is the determination of the Santa Fe County Purchasing Division to authorize the procurement of services as a sole source procurement based on the uniqueness of the software and applications that are currently provided by Cartegraph Systems, Inc. utilized by Santa Fe County,

Pursuant to 13-1-126, NMSA 1978 this Purchasing Department after conducting due diligence has made the determination that this is a sole source procurement pursuant to the NMSA 1978 13-1-126 that "*a contract may be awarded without competitive sealed bids or competitive sealed proposals regardless of the estimated cost when the state purchasing agent or a central purchasing office makes a determination, after conducting a good-faith review of available sources and consulting the using agency, that other similar services, construction or items of tangible personal property cannot meet the intended purpose of the contract.*"

Vendor Information:

Vendor- Cartegraph Systems, Inc.
3600 Digital Dr.
Dubuque, Iowa 52003

Deliverables:

- OMS Enterprise Edition Annual Unlimited Subscription
- Database Security Support Renewal
- Unlimited number of license
- Maintenance and Service Support

One Year Agreement TOTAL: **$ 35,700.00, Inclusive of NMGRT**