



CITY OF CORAL GABLES

405 Biltmore Way
Coral Gables, FL 33134
(305) 460-5102

Finance Department / Procurement Division
Request for Sole Source Procurement
(Over \$25,000 requires Commission approval)

Section 2-689 A contract may be awarded without competitive bids or proposals when the Procurement Officer, after conducting a good faith review of all available sources, determines in writing, pursuant to a written request from a department head, that the contract by its very nature is not suitable to competitive bids or proposals, as there is only one source for the required supply, service or construction item capable of fulfilling the needs of the city.

Contract ID: SS 2020-120

PART I: Department/Vendor Information

Division/ Department	IT	Dept. Contact	LEMAY RAMOS	Requisition No.	22681
Suggested Vendor	GovQA	Service/Item Description	Annual Maintenance and support renewal	Value	\$27,765.00

PART II: Explanation (Supporting documentation must be attached)

Sole Source Justification	<p>GovQA is the software provider for the City of Coral Gables Customer Request Portal. This systems allows constituents, and internal department users to ask questions, submit citywide requests and track the status of the requests via the city's website. It also supports the city's department in creating internal work orders to standardize and streamline the processes.</p> <p>GovQA is the sole provider for the city's Code Enforcement Department software solution. As part of the city portal, citizens can submit code enforcement violations requests via the web app or the city's website. This system supports the electronic processes for all code violations, summons and board related processes pertinent to City of Coral Gables Code Enforcement Division of the Development Services Department.</p> <p>GovQA is the sole source provider of the GovQA suite of software and training materials for local and state governments and specifically the GovQA CRM and Mobile Platform.</p> <p>The system manages the city's public record requests from start to finish using custom workflows, code base rules and reporting supporting the City Clerk's and City Attorney's offices. GovQA software is an integral part of the city mobile app being the front end for customer engagement requests.</p>
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Department Head Signature

Celeste S.
Walker-Harmon

Digitally signed by Celeste S.
Walker-Harmon
Date: 2020.12.18 08:27:33 -05'00'

Procurement Officer Signature

10/28/2020

Date

12/18/2020

Date

December 13, 2020

Rayza Collazo
City of Coral Gables, FL

RE: Sole Source for the GovQA Exchange Platform from GovQA, LLC

To Whom It May Concern:

This letter serves to notify you that GovQA, LLC is the sole source provider of the GovQA suite of software and training materials for local and state governments and specifically the GovQA CRM and Mobile Platform which helps improve efficiencies and reduce costs in handling requests for information and requests.

This is to certify that the GovQA Software Platform is the proprietary property of GovQA, LLC,. GovQA is the owner, developer, and manufacturer of the source code to the Software and has exclusive rights to distribute the software or authorize resellers to distribute the Software on GovQA, Inc.'s behalf. No other vendor has end user distribution rights to the source code.

GovQA Inc. is the only vendor that has the ability and expertise to support the Software for the purposes of maintenance services, including Software updates, enhancements, bug fixes, and standard technical support issues.

Sincerely,

Sincerely,



William Repole

Chief Operating Officer, GovQA



Invoice

Date	Invoice #
10/1/2020	1006-201001

900 S. Frontage Rd. - Suite 110
Woodridge, IL 60517

P: (630) 985-1300
E: AccountsReceivables@govqa.com

FEIN: 36-4389558
ACH Wire Transfer Info.:
PNC Bank
2 Tower Center Blvd
East Brunswick, NJ 08816
Routing: 031207607
Checking Account: 8026436327

Bill To:

City of Coral Gables, FL
Attn: IT Director
PO Box 141549
Coral Gables, FL 33114-1549

End User:

City of Coral Gables, FL
Attn: IT Director
PO Box 141549
Coral Gables, FL 33114-1549

P.O. No.	Billing Term	Terms	Due Date
	10/1/20 - 9/30/21	Net 30	10/31/2020
Description			Amount
GovQA Online Invoicing Module			1,805.00
GovQA Payment Connector Module			1,805.00
GovQA Redaction License - 10 Licenses @ \$370/Year Each			3,700.00
GovQA CRM Subscription			13,530.00
GovQA Community Development Application - Included			
GovQA FOIA Services			4,585.00
GovQA Redaction License - 6 Licenses @ \$390/Year Each			2,340.00
Thank you for your business.			
Total			\$27,765.00
Payments/Credits Applied			\$0.00
Balance Due			\$27,765.00

This document is confidential and privileged. It is intended for the named addressee only. You may not use it for anyone else. Thank you for your cooperation.