

CITY OF CAPE CORAL

REQUEST FOR SOLE SOURCE OR SINGLE SOURCE PURCHASE

Requesting Department: Police

Vendor Name: Granicus

Address: 408 St. Peter Street, Suite 600 ~ St. Paul, MN 5512

Phone: (512) 202-0703

E-Mail: jim.latimer@granicus.com

Price: \$16,692.02

Description of item to be procured:

FOIA Module Non-Enterprise (Public Records Request Software), (2) Redaction Licenses

1.) Uniqueness of vendor's item/service. How is this vendor the only vendor uniquely qualified to provide the product or service?

The City Clerk's office currently utilizes this software for public records requests. It is best practice and value for the CCPD to use the same software program as the City.

2.) Market Research. Describe other, similar sources or products available in the market, if any, and why they are not acceptable:

No other vendors were researched by CCPD as the City Clerk's office currently utilizes the same software.

3.) Proposed Actions. Describe the actions the department will take to overcome the present barriers to competition for any future acquisition of this product or service:

We will continue to research and keep up with trends and products as they become available.

Department Director's Signature:  _____ **Date:** 3/13/24

Approval: Procurement Manager  _____ (not to exceed \$50,000.00) **Date:** 3/20/2024

Approval: City Manager _____ (not to exceed \$100,000.00) **Date:** _____

Council authorization required if exceeding \$100,000.00

Granicus Budgetary Proposal for Cape Coral FL Police Department

ORDER DETAILS

Prepared By: Zuleika Oquendo
Phone:
Email: zuleika.oquendo@granicus.com
Order #: Q-329297
Prepared On: 08 Feb 2024
Expires On: 11 May 2024

ORDER TERMS

Currency: USD
Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Current Subscription
End Date: 11 May 2024
Period of Performance: 12 May 2024 - 11 May 2025

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

Renewing Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
FOIA Module Non Enterprise	Annual	1 Each	\$16,050.00
Redaction License (per named user)	Annual	2 Each	\$642.02
SUBTOTAL:			\$16,692.02

TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at <https://granicus.com/legal/licensing>, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-329297 dated 08 Feb 2024 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Cape Coral FL Police Department to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- The terms and conditions set forth in the Agreement effective 12 May 2023 are incorporated herein by reference.

APPROVED AS TO FORM:

By: 

City Attorney's Office

Date: 3/19/2024