

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: Zuleika.oquendo@granicus.com

Price: \$18,194.30

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:** 4/23/25

Approval: Procurement Manager Wanda Kopp (not to exceed \$50,000.00) **Date:** 5/20/2025

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

Council authorization required if exceeding \$100,000.00