



**Department of Purchasing and Contracting
NON-COMPETITIVE PROCUREMENT REQUEST FORM**

Requesting Department: GIS

Department Contact Person: Stacy Gear, GIS Director Telephone: 404 371-3619
Email: scgear@dekalbcountyga.gov

Requisition Number: _____ Suggested Supplier: ESRI
Estimated Amount of Purchase: \$ 1,584,000.00
Detailed Description of the Goods or Services to be purchased: ESRI is currently the primary GIS Software

Emergency (For Emergency Requests, Please check this box and answer all questions below.)

1. Date and Time of Emergency Occurrence: _____

2. Please state the nature of the emergency posing a risk to public health, welfare, safety or resources:

3. State how the Estimated Amount was determined to be Fair and Reasonable (attach supporting documentation):

Sole Source (Please check box and answer all of the following completely.)

1. Provide an explanation why the product, service or supplier requested is the only method that can satisfy the requirements. Please explain why alternatives are unacceptable. Be specific with regard to specification, features, characteristics, requirements, capabilities and compatibility. (Attach additional documents, if necessary):

ESRI is currently the primary GIS software (desktop, server, mobile) used throughout DeKalb County. The Enterprise License Agreement (EA) is the most effective way for the County to leverage its existing investment in GIS and continue widespread use of GIS.

2. Will this purchase obligate us to a particular vendor for future purchases? (Either in terms of maintenance that only this vendor will be able to perform and/or if we purchase this item, will we need more "like" items in the future to match this one?) Explain in detail.

Yes. Our current EA includes software maintenance, professional services and training that is essential because GIS integration with numerous core business functions within the County such as Tax Assessors/Commissioner (Tyler), Permitting (Hansen), Watershed (CityWorks), Public Safety-911

3. Explain the impact to the County or Public if this request is not approved.

As part of our mission-critical GIS Enterprise efforts, GIS provides core services used across DeKalb County through the suite of ESRI products which many other business systems within the County are dependent. ESRI allows for collaboration and communication throughout the County through data.

I hereby request that this non-competitive procurement request be approved for the purchase of the above stated work, material, equipment, commodity, or service.

Department Director (Typed/Printed Name) Stacy Gear Signature: _____ Date: 5-24-19

Do Not Write Below – for the Department of Purchasing and Contracting Use Only

Procurement Agent (Typed/Printed Name) Jennifer Schofield Signature: _____ Date: 7-2-19

Procurement Manager (Typed/Printed Name) Delois Robinson Signature: _____ Date: 7-26-19

Approved Not Approved

Signature: Zach Clark Director, Department of Purchasing and Contracting Date: 7/26/19