



Department of Purchasing and Contracting NON-COMPETITIVE PROCUREMENT REQUEST FORM

Requesting Department: Innovation & Tech
Department Contact Person: Angela Green Telephone: 404 371-2374
Email: adgreen@dekalbcountyga.gov

Requisition Number: _____ Suggested Supplier: Radley
Estimated Amount of Purchase: \$ 299,123.82
Detailed Description of the Goods or Services to be purchased: Cityworks Storeroom Data Collection Configuration

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):

The Radley product is the only one that directly integrates with and automates Cityworks storeroom functionality using pre-built, out of the box functions. This deep integration with cityworks means that using this product will be seamless for end users and easy to maintain for IT.

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.

No further obligations for future purchase. Annual support \ maintenance payments will be needed similar to other software products

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

The current application is past its End of Life, is critically outdated and unsupported. So, if the system crashes, we could lose valuable data and functionality of DWM's water \ wastewater system will be compromised affecting citizens and county. This request is integral to the solution.

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) John Matelski Signature: John Matelski Date: 08/27/2

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

Procurement Agent (Typed/Printed Name) L. Deneen Walters Signature: L. Deneen Walters Date: 9/14/2021

Procurement Manager (Typed/Printed Name) _____ Signature: Phyllis A. Head Date: 2021.09.15 09:17:47 -04'00'

Approved Not Approved

Signature: Cathryn Horner Digitally signed by Cathryn Horner Date: 2021.09.15 09:44:39 -04'00' Director, Department of Purchasing and Contracting Date: _____

Public Notice of Proposed Award of Sole Source Procurement

Section A – Description of Proposed Sole Source Procurement

Description of Supplies/Services: Cityworks Storeroom Data Collection Configuration.

Demonstration of Contractor’s Unique Qualifications: The Cityworks Public Asset Management Software is a product designed, created and owned exclusively by Azteca Systems, LLC. Azteca is the only creator and owner of the software including Copyrights and Trademarks for Cityworks. The Radley Corporation is the only company that it authorized by Azteca to partner with Cityworks for the purpose of automating Storeroom inventory transactions and has been authorized by Cityworks to provide a data collection software platform and data collection hardware with Cityworks-owned integration APIs, comprising a "Cityworks-centric" solution for Cityworks users.

Section B – To Be Completed by the Department of Purchasing and Contracting

Market Survey Results

Date Public Notice posted on website: September 1, 2021

Date Public Notice closed: September 8, 2021

Review of Offers

Were any offers received (Yes/No): No

Number of offers received: 0

Responders:

Purchasing Agent review and recommendation:

Purchasing Agent review and recommendation: Recommend award to the single source, Radley, 4595 Broadmour S.E., Suite 115, Grand Rapids, MI 49515
Amount Not To Exceed: \$299,123.82.

The existing Cityworks Public Asset Management Software is a product designed, created, and owned exclusively by Azteca Systems, LLC. The Radley software is the only product that directly integrates with, and automates Cityworks storeroom functionality using pre-built, out of the box functions. This deep integration with Cityworks means that using this product will be seamless for end users and easy to maintain for IT.

Due to not receiving any offers within the required window, it is the agent’s recommendation that this purchase be approved.

| | |
|---|--------------------|
| <i>Lalon Walters</i> | September 14, 2021 |
| _____ Agent Signature | _____ Date |
| Phyllis A. Head <small>Digitally signed by Phyllis A. Head</small> | 09/15/2021 |
| _____ Head | _____ Date |
| Procurement Manager Signature | |

August 23, 2021

Phyllis A. Head
NIGP- CPP, CPPB, GCPA | Procurement Manager Team B
DeKalb County Government | Purchasing & Contracting Department
1300 Commerce Drive, 2nd Floor | Decatur, GA | 30030

Ms. Head:

Please accept this letter as confirmation that Azteca Systems LLC, doing business as Cityworks, recognizes Radley Corporation to be the only company which has 1) entered into Development Partnership with Cityworks for the purpose of automating Storeroom inventory transactions, and 2) been authorized by Cityworks to provide a data collection software platform and data collection hardware with Cityworks-owned integration APIs, comprising a "Cityworks-centric" solution for Cityworks users.

Regards,

-George

Sincerely,



George M. Mastakas
VP, Enterprise Solutions and Corporate Partnerships Azteca Systems LLC.
main: 801.523.2751
desk: 801.523.3732
georgem@cityworks.com



Cityworks® Storeroom Data Collection Configuration

| | | | |
|------------------------------------|------------------------------|--------------------------|--------------------------|
| BAR CODE DATA COLLECTION | INTEGRATED LABEL PRINTING | TRANSACTION OPTIMIZATION | KITTING/CONTAINERIZATION |
| WAREHOUSE MANAGEMENT | LOT TRACKING | SERIAL TRACKING | DEVICE MANAGEMENT |
| PROCESS CONSOLIDATION | INTELLILABEL LICENSE PLATING | TRACEABILITY | GS1-128 SERIALIZATION |
| WORKFORCE DIRECTOR/TASK MANAGEMENT | ASSET MANAGEMENT AUTOMATION | | EDI INTEGRATION |

APPENDIX C - Pricing, Terms & Conditions

Prepared for:

DeKalb County Water

8/10/2021

V.3.1

RADLEY

A CAI Software Company

Prepared by: Mark Stewart

mstewart@radley.com

616-551-2075

Prepared for: Rhonda Williams

4595 Broadmoor SE, Suite 115
Grand Rapids, MI 49512

www.radley.com

| CITYWORKS STOREROOM DATA COLLECTION SOFTWARE | | |
|--|---|----------------------|
| QTY | DATA COLLECTION SOFTWARE LICENSES | DEKALB PRICE |
| 20 | Radley Cityworks Storeroom - 16-31 Device bracket Data Collection License w/ Oracle Integration | \$ 98,700.00 |
| | Radley IntelliLabel License - 16-31 Device bracket | \$ 20,960.00 |
| INTEGRATION MODULES | | |
| 1 | Radley - Cityworks API Integration License | \$ 3,334.00 |
| 1 | Radley - Oracle API Integration License | \$ 5,779.00 |
| 1 | Radley - Label Integration License | \$ 2,890.00 |
| LABELING SOLUTION SOFTWARE | | |
| 1 | BarTender Automation: Application License + 5 Printers (incl. Year 1 Maintenance) | \$ 1,875.00 |
| SOFTWARE LICENSE TOTAL | | \$ 133,538.00 |

[1] Bundled pricing applicable when purchasing hardware from Radley as a bundled solution.

[2] First Year Annual Maintenance for Bartender is included in the License and will renew at 20% of the License Price

| ANNUAL SOFTWARE MAINTENANCE | | |
|---|---|---------------------|
| QTY | DATA COLLECTION SOFTWARE LICENSES | DEKALB PRICE |
| 20 | Radley Cityworks Storeroom - 16-31 Device bracket Data Collection License w/ Oracle Integration | \$ 19,740.00 |
| 0 | Radley IntelliLabel License - 16-31 Device bracket | \$ 4,192.00 |
| 1 | Radley - Cityworks API Integration License | \$ 667.00 |
| 1 | Radley - Oracle API Integration License | \$ 1,156.00 |
| 1 | Radley - Label Integration License | \$ 578.00 |
| ANNUAL SOFTWARE MAINTENANCE TOTAL: | | \$ 26,333.00 |

| ZEBRA HARDWARE CONFIGURATION | | |
|------------------------------------|---|--------------|
| QTY | DESCRIPTION | DEKALB PRICE |
| MC3300 MOBILE COMPUTER | | |
| 20 | MC3300-G , (MC33X), GUN, WLAN, BLUETOOTH, EXTENDED RANGE 2D IMAGER (SE485X), 4.0" DISPLAY, 47 KEY, HIGH CAPACITY BATTERY, ANDROID GMS, 4GB RAM/32GB ROM, SENSORS, NFC, NORTH AMERICA | \$ 46,724.04 |
| MC3300 MOBILE COMPUTER ACCESSORIES | | |
| 20 | Zebra Evm, Battery Pack,Lithium Ion,Pp+ Mc3300 High Capacity Battery | \$ 2,025.60 |
| 1 | Zebra Evm, Mc33 Single Slot Usb/Charge Cradle With Spare Battery Charger, Requires Power Supply Pwr-Bga12v50w0ww, Dc Line Cord Cbl-Dc-388a1-01 And Ac Line Cord 23844-00-00r | \$ 243.71 |
| 5 | Zebra Evm, Mc33 4-Slot Spare Battery Charger , Requires Power Supply Pwr-Bga12v50w0ww, Dc Cord Cbl-Dc-388a1-01 And Ac Line Cord 23844-00-00r | \$ 2,046.70 |
| 6 | Level VI AC/DC Power Supply Brick. AC Input: 100-240V, 2.8A. DC Output: 12V, 9A, 108W. REQUIRES: DC Line Cord And Country Specific Grounded AC Line Cord. | \$ 354.48 |
| 6 | Zebra Evm, Dc Line Cord For Running The Single Slot Cradles Or Battery Chargers From A Single Level Vi Power Supplypwr-Bga12v50w0ww | \$ 70.26 |
| 6 | Zebra Evm, Us Ac Line Cord, 3 Wire/Prong, 7.5 Feet, Grounded, Nema 5-15p | \$ 77.28 |
| 2 | Zebra Evm, Usb A To Micro B Cable, Cradle To The Host | \$ 25.76 |

| ZEBRA DESKTOP PRINTER | | |
|------------------------|--|---------------------|
| 5 | ZD621, THERMAL TRANSFER PRINTER (74/300M) , COLOR TOUCH LCD; 203 DPI, USB, USB HOST, ETHERNET, SERIAL, BTLE5, US CORD, EZPL, ROW | \$ 4,050.99 |
| 0 | ZD621, THERMAL TRANSFER PRINTER (74/300M) , COLOR TOUCH LCD; 203 DPI, USB, USB HOST, ETHERNET, SERIAL, 802.11AC, BT4, USA/CANADA, US CORD, SWISS FONT, EZPL | \$ - |
| HARDWARE TOTAL: | | \$ 55,618.82 |

| HARDWARE MAINTENANCE | | | |
|------------------------------------|--|-------------------|--------------------|
| QTY | HARDWARE MAINTENANCE DESCRIPTION | MAINTENANCE PRICE | EXTENDED PRICE |
| 20 | Mc33xx, Zebra Evm, Onecare Service, Mc33xx, Essential, Purchased Within 30 Days Of Hardware, 3 Year, Comprehensive, Standard Logistics, Dashboard, 3 Day Tat Depot | \$ 317.22 | \$ 6,344.40 |
| 0 | Mc33xx, Zebra Evm, Onecare Service, Essential, Purchased Within 30 Days Of Hardware, 5 Year, Comprehensive, Standard Logistics, Dashboard | \$ 518.16 | \$ - |
| 1 | ZEBRA EVM, ONECARE SERVICE, CRADLE, ESSENTIAL, PURCHASED WITHIN 30 DAYS OF HARDWARE, 3 YEAR, COMPREHENSIVE | \$ 84.70 | \$ 84.70 |
| 5 | Crslt4, Zebra One Care Service 3 Year Comprehensive, 3 Day Tat Depot | \$ 100.98 | \$ 504.90 |
| 5 | ZD620, Zebra OneCare, Essential, Purchased within 30 days of Device, NA MX only, 3 Years, Comprehensive, NBD TAT Depot | \$ 140.00 | \$ 700.00 |
| 0 | ZD620, Zebra OneCare, Essential, Purchased within 30 days of Device, 5 Years, Comprehensive 3 Day TAT Depot | \$ 240.00 | \$ - |
| HARDWARE MAINTENANCE TOTAL: | | | \$ 7,634.00 |

| RADLEY IMPLEMENTATION SERVICES | | |
|---|---|---------------------|
| ESTIMATED DAYS | ESTIMATED RADLEY IMPLEMENTATION SERVICES | DEKALB RATE |
| 5 | Operational Analysis/Requirements Definition/Hardware Configuration Verification | \$ 10,000.00 |
| 0 | Enhancement Services; requires Operational Analysis. Estimate Only. | \$ - |
| 8 | Cityworks Storeroom - Standard Implementation Services, including initial DC Environment Configuration, Software Loading (server & devices), Mobile Client Configuration / Reconfiguration, Label Printing, Testing, Training, Project Management, Piloting Support, Move to Production | \$ 16,000.00 |
| 10 | Oracle integration and dual transactions for requisition, receiving, issue & un-issue | \$ 20,000.00 |
| 6 | IntelliLabel - Standard Implementation Services, including initial DC Environment Configuration, Software Loading (server & devices), Mobile Client Configuration / Reconfiguration, Label Printing, Testing, Project Management, Piloting Support, Move to | \$ 12,000.00 |
| 3 | Equipment Check Out/In functionality - Implementation Services, including initial DC Environment Configuration, Software Loading (server & devices), Mobile Client Configuration / Reconfiguration, Label Printing, Testing, Project Management, Piloting Support, Move to Production | \$ 6,000.00 |
| 3 | Go-Live Services | \$ 6,000.00 |
| 3 | Additional Training Services | \$ 6,000.00 |
| ESTIMATED IMPLEMENTATION SERVICES TOTAL: | | \$ 76,000.00 |

Notes:

1. Implementation services estimated based on transactions listed. Additional transactions may require additional implementation charges.
2. Services are billed as incurred, and this estimate is non-binding.
3. Operational Analysis is required to provide detailed specifications (Statement of Work) and refined services estimates.

| CITYWORKS STOREROOM DATA COLLECTION TRANSACTIONS |
|---|
| CITYWORKS STOREROOM DATA COLLECTION TRANSACTIONS |
| Note: Cityworks APIs are provided by Azteca Systems. |
| Add Asset to Work Order |
| Audit |
| Change Storeroom |
| Create Work Order from Asset |
| Cycle Count (Audit) |
| Inquiry |
| Issue to Account |
| Issue to Account & Employee |
| Issue to Employee |
| Issue to Work Order Actual |
| Issue to Work Order Estimated (Picklist) |
| Receive |
| Receive to Requisition |
| Receive to Account |
| Receive to Work Order |
| Transfer |
| Utility - Change Printer |
| Utility - Label Print |
| Utility - Log In |
| ORACLE DATA COLLECTION TRANSACTIONS |
| Note: Oracle APIs are provided by Oracle. |
| PO Requisition |
| PO Receipt |
| Inventory Account Issue |
| Inventory Account Receipt |

| PROPOSAL SUMMARY | |
|--|----------------------|
| SECTIONS | DEKALB TOTAL |
| SOFTWARE LICENSE TOTAL | \$ 133,538.00 |
| ANNUAL SOFTWARE MAINTENANCE TOTAL: | \$ 26,333.00 |
| HARDWARE TOTAL: | \$ 55,618.82 |
| HARDWARE MAINTENANCE TOTAL: | \$ 7,634.00 |
| ESTIMATED IMPLEMENTATION SERVICES TOTAL: | \$ 76,000.00 |
| PROPOSAL TOTAL: | \$ 299,123.82 |
| DEPOSIT REQUIRED WITH ORDER: | \$ 111,561.91 |
| BALANCE DUE NET 30 | |

RADLEY TERMS & CONDITIONS

ALL PRICING IN U.S. DOLLARS. ALL PRICING VALID FOR 30 DAYS FROM TODAY'S DATE, EXCEPT WHERE NOTED.

Radley pricing does NOT include applicable sales, VAT, GST, or other taxes & shipping charges. Customers will self assess all taxes (local, state, provincial and government) applicable which are not charged within this proposal. Radley solutions are priced as a bundle. When applicable, a hardware integration fee will apply when hardware is not purchased from Radley. Radley provides the first level of support for the entire solution ONLY WHEN customer purchases all hardware and software components from Radley. For wireless/RF Networks, Radley can provide first level support only when Radley coordinates the installation and certifies the wireless/RF Backbone components and network configuration.

LICENSE & SUBSCRIPTION AGREEMENTS, PURCHASE ORDERS & DEPOSITS

In order to place orders and schedule implementation, customer must return a signed copy of Radley Software License and Service, or Subscription Agreement, signed software/hardware/services purchase order(s), signed Radley Order Form and a deposit payment for 50% of the software/hardware/annual maintenance fees. Radley software is licensed by site unless otherwise noted in the proposal. Terms of payment for all Radley invoices are Net 30.

INSURANCE COMPLIANCE

Pricing based on acceptance of the standard Certificate of Insurance (COI) Radley carries.

ANNUAL SOFTWARE MAINTENANCE

Standard annual software maintenance will start immediately after software distribution has been received by the customer. On Demand subscriptions will commence as of the date of the subscription agreement, unless otherwise agreed. Standard software maintenance and On Demand subscriptions include future corrections and enhancements to the software products and associated documentation as they become available. This may not include customizations or newly released functionality. Maintenance specifically excludes the cost of are available for an additional charge). Radley software components will be installed remotely via customer-provided VPN or internet access. VPN or internet installation/implementation of software updates (installation/implementation services newly released functionality. Maintenance specifically excludes the cost of installation/implementation of software updates (installation/implementation services access is also required to provide ongoing support services. Radley cannot guarantee timely resolution without such access. All custom-developed application code and documentation is supported on a Time & Materials basis.

Supply Chain Productivity Software UPDATE SERVICES (Only)

Updates provide enhancements and fixes, and are provided in the form of patches available on Radley's FTP site as part of the customer's maintenance agreement. Updates are typically customer-installable, but Radley can perform this service for the customer to ensure success. In some cases this service can be performed remotely. Customers who have not applied software patches for an extended period of time may request a CD copy of all updates required to become current. The fee to obtain an update CD distribution is \$500. US. On Demand eCommerce customers receive updates as part of their standard subscription agreement.

IMPLEMENTATION SERVICES - A SERVICES DAY EQUALS 8 HOURS

PROJECT MANAGEMENT SERVICES - Each new Radley customer is assigned a Radley Project Manager, who will coordinate the schedule and implementation of Radley products and any third party products purchased from Radley.

Radley Implementation Activities and Project Management duties may include:

- 1 Verify Radley Software configuration & order.
- 2 Develop implementation plan & schedule with Radley and customer personnel.
- 3 Order necessary software and/or hardware products required for implementation.
- 4 Coordinate delivery & testing of related hardware products.
- 5 Coordinate implementation plan with Cityworks project manager and/or customer personnel.
- 6 Coordinate integration, testing and implementation with third party vendors / service providers
- 7 Coordinate installation services and implementation/training services.
- 8 Provide any additional technical support necessary during implementation.
- 9 Administer all related license agreements & maintenance contracts.
- 10 Provide customer with regular communications updates on project implementation status.
- 11 Verify completion of all required implementation services.
- 12 Coordinate efforts between software installation specialist and customer analysts.
- 13 Assist customer with development and configuration of test data.
- 14 Test Cityworks Integration.
- 15 Install, set-up and train customer end user personnel on third party bar code label software.
- 16 Assist customer in development of any required label formats.
- 17 Manage all reported customer implementation issues through Radtrack (Radley's issues tracking system) to final resolution.
- 18 Train customer on Radley Software, hardware configuration, system components, daily and monthly procedures and transactions.

- 19 Troubleshoot reported hardware/software related issues either on-site or remotely prior to movement into production environment.
- 20 Migrate Radley solution configuration from test to production environment, including any additional installation or setup required.
- 21 Telephone correspondences, meetings and/or conference calls, at customer site or Radley offices, with or without customer present.
- 22 Installation and support of Radley solutions in any other environments as required by customer.
- 23 Radley is not responsible for issues caused by the customer's Server, Network, Firewall or other hardware. Radley personnel will apply best efforts to identify the nature of such issues if they arise. However, the customer is ultimately responsible for resolving the issue and is responsible for any related delays or additional services required to diagnose the problem.

Workforce Productivity Software Product Services (Only):

- 1 Configure customer's Mobile Client menu set(s), including different menu set configurations by terminal or work group.
- 2 Test customer's Mobile Client menu sets & verify that menus function according to Statement of Work specifications.
- 3 Configure customer's Mobile Client transaction set(s), including data elements required, logical order, as well as different transaction set configurations by terminal or work group.
- 4 Test Mobile Client transaction sets and verify transaction data compliance with Cityworks integration and Statement of Work specifications.

Supply Chain Productivity Software Product Services (Only):

Obtain EDI specifications for any new trading partners to be developed.

POST PRODUCTION SUPPORT SERVICES - Customer will be required to sign a move to production sign-off form before the solution, or any part of the solution can be moved to production (go live). This indicates that the customer has tested the solution and is satisfied with its performance. Post production implementation services will be billed until the system is being operated correctly. Radley will not bill for bug fixes or any other software errors that would normally be covered under software maintenance and/or warranty. Radley will bill for configuration changes, additional training, operational issues and any other general implementation issues.

TRAVEL EXPENSES

Reasonable expenses including airfares, car rentals, meals, and lodging for on-site services provided will be billed to customer as incurred. Radley will provide customer with detailed itemization and expense documentation with each invoice.

TRAVEL TIME

Travel time to and from customer site will be billed at \$90.00 / hour.

OPTIONAL ONSITE SERVICES

Optional on-site services are available for customers to provide transitional support when putting your Radley Solution into production. Radley personnel are on-site to address any issues which may arise during the first several business days of live implementation.

CONFIDENTIALITY AGREEMENT

Except where required by law or court order, the content of this document shall remain the confidential property of Radley and may not be communicated to any other party without prior written approval of Radley. This document must not be reproduced in whole or in part. It must not be used other than for evaluation purposes except with the prior written consent of Radley and then only on condition that Radley and any other copyright notices are included in such reproduction. No information as to the contents or subject matter of this proposal or any part shall be given or communicated in any manner whatsoever to any third party without the prior written consent of Radley. Radley warrants that to the best of its knowledge, those who prepared this proposal have taken all reasonable care in preparing it and believe the content to be true and accurate as of the date of this document. Radley cannot however warrant the truth of matters outside its control and accordingly does not warrant the truth of all statements set out in this document to the extent that such statements derive from facts and matters supplied by other persons to Radley. The statements in this document are qualified accordingly. This confidentiality shall survive any expiration date of this agreement.

Sole Sources

| | |
|---------------------|--|
| Project Name | Flock Falcon Cameras, Maintenance, and Installation Services |
| Attachments | Sole Source Notice |
| Contact | jchcapital@dekalbcountyga.gov |
| | |
| Project Name | To Purchase Modem Communications at the Snapfinger Lift Stations |
| Attachments | Sole Source Notice |
| Contact | sfbailey@dekalbcountyga.gov |
| | |
| Project Name | Water Quality Monitoring Equipment Parts and Services |
| Attachments | Sole Source Notice |
| Contact | sfbailey@dekalbcountyga.gov |
| | |
| Project Name | Microsoft Corporation Active Directory Migration Services (ADMS) |
| Attachments | Sole Source Notice |
| Contact | mkdean@dekalbcountyga.gov |
| | |
| Project Name | CityWorks Automating Storeroom |
| Attachments | Sole Source Notice |
| Contact | ldwalters@dekalbcountyga.gov |
| | |