



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

Requesting Department: Office of Mgmt & Bdgt

Department Contact Person: Tanikia Jackson

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CPA No 1000846; BOC Approved Agreement thru Dec 2020!

Requisition Number: \_\_\_\_\_

Suggested Supplier: Oracle

Estimated Amount of Purchase: \$ 163,800.00

Detailed Description of the Goods or Services to be purchased: Software License,

Oracle Planning, Budgeting, and Reporting, Cloud Services

**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The County is operating in a Public Sector Budgeting module that is obsolete and no longer supported by Oracle. Since the County has invested millions in Oracle E-business suite it's the intent of our office to complement existing systems so we can maintain continuity and efficiency.

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.

We are not aware of any future obligations.

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

Please see response on page 2.

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) Jon Jay Vinicki

Signature: [Signature]

Date: 1/17/17

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

**Recommendation and Comments**

Oracle Cloud is the only storage system that Oracle allows as this software is proprietary!!

Approved  Not Approved

Signature: Lal Clark, Director, Department of Purchasing and Contracting

Date: 2/22/17

(Additional information, attach pages if required):

Budget staff work off-line to pull data together during the budgeting cycle. This off-line process requires staff to manually adjust entries on multiple schedules. We work in a fast pace environment where information and priorities from executive leadership may change. Denial of this request indirectly impacts our time and accuracy when analyzing or summarizing data in a reportable format.