CITY OF FARMINGTON
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SOLE SOURCE PROCUREMENT FOR
OPTIVIEW ANNUAL MAINTENANCE
NOTICE OF INTENT
Dated April 3, 2014

The City of Farmington, New Mexico has determined that the following software maintenance requires specialized and proprietary services that only one vendor can provide.

A description of the required services that substantiates the sole source determination is as follows:

Annual maintenance for the City's document imaging software: OptiView and OptiSpool by Advanced Processing and Imaging.

Includes:
OptiView Multi-Functional Area System Licenses
OptiView w/3 Full Scan/w Licenses
OptiView w/6 view Plus Concurrent Licenses
OptiView Records Management for ISeries
OptiView Web Server with 10 concurrent users
OptiWork Flow with 25 user licenses
Agenda Maker
Forms Processor
OV 4 Full Licenses

This maintenance agreement gives the City the ability to upgrade to newer versions and allows for support with technical issues.

The City's estimated annual funding commitment for this procurement is $28,810.00.

To ensure that Procurement procedures are conducted in a fair and impartial manner, all qualified vendors are notified of the City's intent to award a Sole source contract. Qualified vendors and interested parties have an opportunity to submit evidence that more than one firm has the requisite ability to perform contract services prior to the proposed award date. If evidence presented reveals that more than one source is available to perform the contract, the City may issue a competitive solicitation.

Interested parties **must submit thorough and comprehensive evidence**, in writing by 5:00 p.m. on April 18, 2014. Interested firms shall send their evidence in response to this notification in writing via facsimile, email, standard postal mail, or express courier to the attention of Kay Rose, Buyer I, City of Farmington - Central Purchasing, 800 Municipal Drive, Farmington, NM 87401; Email krose@fmtn.org; Fax # (505)599-1377.

Edward Smylie, CPPO
Purchasing Officer