

FINANCE DEPARTMENT

Certificate of Exemption Form

Date: Aug. 29, 2016

Originating Department: Library

The City is authorized under limited conditions to make procurements outside of the competitive solicitation process. Chapter 252 of the Local Government Code provides guidance regarding sixteen general exemptions from the competitive solicitation. Please select one exemption.

- ☐ a procurement made because of a public calamity that requires funds to relieve the needs of the residents or to preserve city property
- ☐ a procurement to preserve or protect the public health or safety of the city's residents
- ☐ a procurement necessary because of unforeseen damage to machinery, equipment or other property
- ☐ a procurement for personal, professional or planning services
- ☐ a procurement for work that is performed and paid for by the day as the work progresses
- ☐ a purchase of land or right-of-way
- ☒ a procurement of items available from only one source
- ☐ a purchase of rare books, papers and other materials for a public library
- ☐ paving, drainage, street widening and other public improvements or related matter where at least one-third of the costs are paid by special assessments
- ☐ a public improvement project which has been authorized but for which there is deficiency of funds to complete in accordance with the plans as authorized
- ☐ a payment under a contract by which a developer participates in the construction of a public improvement as provided by subchap. c, ch 212.
- ☐ personal property sold
- ☐ services performed by blind or severely disabled persons
- ☐ goods purchased by a municipality for subsequent retail sale by the municipality
- ☐ electricity
- ☐ advertising, other than legal notices

This Certificate of Exemption is executed and filed with the Finance Department as follows:

1. The undersigned is authorized to approve an exemption.
2. An exemption according to Section 252.022 of the Local Government Code exists. More specifically, the following event has occurred:
The San Antonio Public Library is requesting a continuation of the contract with Innovative Interfaces, Inc. for a software maintenance of the Library's Integrated Library System, Millennium, and access to Innovative Interface's TelNet Access. The software is proprietary thus maintenance is available only through Innovative Interfaces, Inc.

3. Because the exemption stated above exists, the City of San Antonio intends to contract with Innovative Interfaces, Inc. which will cost approximately \$ 400,768.72

Michel D. Hoedys
Originator

Department Director Approval

Procurement Administrator Approval

City Manager
(approval required only for ratification by City Council)

Revised 3/12/2014

Tracking Number: FY160317
(For Finance Use Only)

COUNCIL ACTION REQUIRED



City of San Antonio Justification for Sole Source Purchase

Purchasing and General Services

This questionnaire is designed to assist staff in relating information necessary for the Purchasing & General Services Department to process sole source requisitions.
(Sole Source purchases are permissible only when goods or services are available from only ONE source. Please refer to Procurement Policy & Procedures Manual on COSAweb for complete requirements.)

Source Details

*Name of Item: Software Maintenance License and TelNet Access

*Manufacturer: _____

*Model Number: _____

☒ Available from only one source

☐ Available from more than one source

*Name of Source: Innovative Interfaces, Inc.

*Brief description of where or how the item(s) will be used:

The software maintenance license will provide coverage of the Library Integrated Library System, Millennium. The TelNet Access will allow staff to work through a "staff only" view of the background of the Millennium System to run reports, etc.

*Describe the performance functions proprietary to the item(s) requested and why they are necessary to accomplish the project:

Innovative Interfaces is the sole source provider for both products. The software maintenance license supports Millennium and TelNet Access allows staff to maintain the system.

*Will the item be used in conjunction with existing equipment?

☒ Yes

☐ No

*Will it be used as a component to be interfaced with existing equipment?

☒ Yes

☐ No

*What is the brand and model number of existing equipment?

Staff Computers

*Will this be used as an accessory or option?

☐ Yes

☒ No

*Will training be required?

☐ Yes

☒ No

*Name other sources whose products have been evaluated and why they do not meet requirements:

There are no other sources available as Innovative Interfaces is the sole designer and distributor of the Millennium system.

Signatures



City of San Antonio
Justification for Sole Source Purchase

**Purchasing and
General Services**

Originator's Name: M. J. Offenberg

Date: 8-30-16

Division's Approval: [Signature]

Date: 8-30-16

Purchasing Approval: [Signature]

Date: 8/30/16

Innovative

interfaces

August 15, 2016

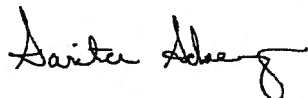
To Whom it May Concern:

Please be advised that Innovative Interfaces, Inc. is the sole manufacturer of the MILLENNIUM system in use at the San Antonio Public Library, and therefore is the sole source for providing maintenance services for the hardware and software of said system.

Innovative Interfaces, Inc. warrants that the prices set forth in this quotation do not exceed those charged by Seller to any other customers purchasing maintenance for the same items in like or comparable quantities.

Please feel free to contact me if you have any questions.

Regards,



Sarita Sdoeung
Invoicing Specialist