



City of Ocala

Request for Sole Source Procurement

This form **MUST** be used for commodities or services that are available from only one source and there are no alternates. Forward to bids@ocalafl.org sixty (60) days prior to actual need.

Date Submitted: 9/9/24 Requesting Division/Department: Electric Utility

Contact Person: Lisa Crouthamel Telephone Number: 352-317-3151

Commodity/Service: AUD (Automatic Utility Design) Plug-In for AutoCad

Describe the commodity or service and its function: Overlay application that utilizes OEU's internal construction standards for graphical CAD representation and associated material sub-assembly export

Cost of Commodity or Service: \$ 57,500 - First Year

Vendor Name: Spatial Business Systems Contact Name: Pat Reid

Address: 1890 West Littleton Blvd City/State/Zip: Littleton, CO 80120

Contact Phone Number: 303-940-5861 Contact E-Mail Address: pat.reid@spatialbiz.com

This purchase is clearly and legitimately limited to a Sole Source because the commodity or service is: Spatial Business Systems (SBS) has the exclusive license to the Automated Utility Design (AUD) sou

Item(s) are available from only one source and there are no alternates (initials required): LC
Initials

Attach vendor documentation* certifying that the vendor is the only source for the commodities or services in question or holds the production, copyrights, trademark, and/or patent to the item.

Check the following statement(s) that apply:

- ☒ The vendor holds the exclusive distribution rights for the item in question.
- ☐ The commodity to be purchased is the only item compatible with existing equipment owned by the City.
- ☐ The vendor is the sole provider of the commodities or services which have unique characteristics essential to the needs of the City to perform the intended function and no other goods or service will be suitable for use by the City.

**Note: Certifying documentation must be attached to this form or it will be rejected.*

What steps were taken to verify that these features are not available elsewhere?

- ☐ Other brands/manufacturers were examined (please list names, phone numbers, and explain why they are not suitable for use by the City. Attach additional pages as necessary): _____
- ☐ Other vendors were contacted (please list names, phone numbers and explain why those contacted would not meet the needs of the City. Attach additional pages as necessary): _____
- ☒ State why this is the only source for the required commodity or service (attach additional pages as necessary): Spatial Business Systems (SBS) has the exclusive license to the Automated Utility Design (AUD) source codes. AUD is the only utility specific distribution design software that plugs into AutoCAD available on the open market. Utility DataHub (UHD) was exclusively developed and is continually maintained by SBS.

I hereby certify that to the best of my knowledge, this request is a sole source and the information provided herein is accurate and truthful.

Lisa M Crouthamel Digitally signed by Lisa M Crouthamel
Date: 2024.09.10 13:02:32 -04'00'

Requester's Signature

Date

Chad Lynch

Digitally signed by Chad Lynch
Date: 2024.09.11 08:20:15 -04'00'

Requesting Director's Signature

Date

For Procurement Use Only

Sole Source Number (if applicable): 228

Date Listing Posted: 9/16/24

This request appears to be sole source.

☒ Yes

☐ No

If, no. Is this a standardization?

☐ Yes

☒ No

Is Council approval required?

☒ Yes

☐ No

Was this Procurement posted on the Internet?*

☒ Yes

☐ No

*this requirement is for sole sources

Comments/Justification:

\$57,500
ELE / 241052

If Protested successfully, Vendor who provides similar goods/services: NA

Date Sole Source Terminated: 10/7/24

Brett C
Procurement Staff Reviewer Signature

10-8-24
Date

Approved ☒ Denied ☐

Chapine Robinson
Chief Procurement & Contracting Officer

11-4-24
Date

NOTE: Section 838.22 Florida Statutes, it is unlawful (**second degree felony**) for a public servant with corrupt intent to obtain a benefit for any person (company) or to cause unlawful harm to another, to circumvent a competitive bidding process required by law or rule by using a sole-source contract for commodities (goods) or services.