



CITY OF NORTH PORT PROCUREMENT FORM COMPETITIVE EXEMPTIONS



Please indicate: Visa Purchase Purchase Order

Single Purchase (For current FY) Blanket Purchase (Ongoing purchases for current FY) Change Order Amendment

DEPARTMENT/DIVISION: CMO/IT

NAME OF REQUESTOR: Vicki Edwards

If Applicable: COMMISSION MEETING DATE: 06/23/2020

AGENDA ITEM NUMBER: 20-2274

Section 2-403 - Exemptions of the City of North Port Procurement Code states that certain procurements shall not be subject to competitive requirements in the judgment of the Purchasing Agent.

A. Please describe all products and/or services to be procured under this exemption:
(If additional space is needed, please attach a separate memo)

Microsoft Office 365 licenses renewal for both City and Police staff.

B. Briefly explain why it is in the best interest of the City to procure under this exemption:
(If additional space is needed, please attach a separate memo)

The Microsoft licensing cost for Office 365 from the State of Florida contract is the best pricing available to the City.

C. Vendor Information

Vendor Name: SHI International Corp. Vendor Number: 3111

Address: 290 Davidson Ave Somerset, NJ 08873

Contact: Shaina Chinchilla Phone: 800-543-0432 Email: shaina_chinchilla@shi.com



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D. Please select one of the following:

Piggyback (Departments may utilize another municipality, county, or other governmental agency contract). The requesting department must provide the following documentation: copy of the solicitation and addendum, tabsheet/price-sheet, vendor submittal, entity approval (either stated in the solicitation or letter from vendor) agenda approval and contract as back-up documentation. Purchasing may request additional information if needed.

Name of Entity: _____ Contract Number: _____

Start Date: _____ End Date: _____

Is a fee required to utilize this contract? Yes No If yes, how much? _____
 Vendor-Paid City-Paid

State of Florida Contract: The requesting department must provide the following documentation: copy of the tab sheet/price sheet, agenda approval and contract ***Further price negotiations may be conducted with state-awarded vendor per F.S. 287.056(2) ***

Number: 43230000-15-02 Name/Category: Licensing Solutions Providers of Microsoft Software and Services

Start Date: 02/01/2016 End Date: 01/31/2022

Florida Sheriff's Association Bid: The requesting department must provide the following documentation: copy of the tab sheet/price sheet, agenda approval and contract

Number: _____ Name/Category: _____

Start Date: _____ End Date: _____

Joint Cooperative: The requesting department must provide the following documentation: copy of the solicitation and addendum, tab sheet/price sheet, vendor submittal, agenda approval and contract

Lead Entity: _____ Contract Number: _____

Start Date: _____ End Date: _____

Code Exemption* (Specify):

*For list of exemptions, see page 3



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Sec. 2-403. - Exemptions.

- (a) (2) Procurement contracts between the city and nonprofit organizations, other governments or other public entities.
- (3) Procurement of:
- a. Dues and memberships in trade and professional organizations.
 - b. Subscriptions for periodicals, books, maps or training videos.
 - c. Real property, real estate brokering, or appraising.
 - d. Abstract of titles for real property; title insurance.
 - e. Works of art for public display or artistic services.
 - f. Advertising.
 - g. Medical, dental and other medically related services performed by a health care professional.
 - h. Room or board for social service clients.
 - i. Room and board for employees on city business.
 - j. Funeral related services.
 - k. Water, sewer, electrical, cable television or other utility services.
 - l. Personnel, including but not limited to part-time or temporary services.
 - m. Academic program reviews or lectures by individuals.
 - n. Auditing services and financial services.
 - o. Legal services.
 - p. Social services.
 - q. Lobbying services.
 - r. Goods, materials and equipment whose cost has been incorporated as part of a competitively bid project.

Vendor Tracking:



Check if Vendor Documents Current

YTD Dept Exp. (Inclusive): \$ 366,108.08

To be completed by Purchasing:

YTD City Wide Exp. (Inclusive): \$ _____



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PURCHASE DETAILS

Please provide the amount of the purchase for this product or service: \$ 157,900.08

Account # 001-0710-516-54-00 Project # _____ Subtotal \$ 157,900.08
 Account # _____ Project # _____ Subtotal \$ _____
 Account # _____ Project # _____ Subtotal \$ _____
 Account # _____ Project # _____ Subtotal \$ _____

Line Item No.	Description	Unit of Measure	Quantity	Unit Price	Extended Price
1	Office 365 G1 Email Only Police	Each	24	71.64	1,719.36
2	Office 365 Email Archive Police	Each	24	24.60	590.40
3	Office 365 G3 Office Suite Police	Each	160	88.32	32,505.60
4	Office 365 G1 - Email Only City	Each	208	71.64	14,901.12
5	Office 365 Email Archive City	Each	208	24.60	5,116.80
6	Office 365 G3 Office Suite City	Each	423	203.16	85,936.68
7	Visio Pro Office 365	Each	8	112.92	903.36
Shipping (FOB Destination)					
Total					

Attach Additional Pages if Necessary

I approve the competitive exemption procurement(s) as requested herein:

Requesting Department Director: See signatures on page 2 Date: _____

Budget Administrator: _____ Date: _____

Purchasing: _____ Date: _____

Finance Director (If applicable): _____ Date: _____

Assistant City Manager (If applicable): _____ Date: _____

City Manager (If applicable): _____ Date: _____

Print Form

Clear All Fields



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PURCHASE DETAILS

Please provide the amount of the purchase for this product or service: \$ _____

Account # 001-0710-516-54-00 Project # _____ Subtotal \$ 157,900.08
 Account # _____ Project # _____ Subtotal \$ _____
 Account # _____ Project # _____ Subtotal \$ _____
 Account # _____ Project # _____ Subtotal \$ _____

Line Item No.	Description	Unit of Measure	Quantity	Unit Price	Extended Price
	PowerBI Pro Office 365 Police	Each	2	92.28	184.56
	Advanced Threat Protection Police	Each	184	18.60	3,422.40
	PowerBI Pro Office 365 City	Each	10	88.32	883.20
	Advanced Threat Protection City	Each	631	18.60	11,736.60
	Shipping (FOB Destination)				
Total					157,900.08

Attach Additional Pages if Necessary

I approve the competitive exemption procurement(s) as requested herein:

Requesting Department Director: **Eric Ryan** Digitally signed by Eric Ryan
DN: cn=Eric Ryan, o=City of North Port, ou=Information
Technology, email=eryan@cityofnorthport.com, c=US
Reason: I am the author of this document
Location: your signing location here
Date: 2020-09-01 08:51:19
Exact Timestamp Version: 3.7.2 Date: 6/1/20

Budget Administrator: _____ Date: _____

Purchasing: _____ Date: _____

Finance Director (If applicable): _____ Date: _____

Assistant City Manager (If applicable): _____ Date: _____

City Manager (If applicable): _____ Date: _____

Print Form
Clear All Fields

