

Purchase Division Form
(02/05)

Subj: SOLE SOURCE JUSTIFICATION REQUIREMENTS

From: (Dept.) 0024
To: 044

Date: 9/3/2020

Ref: (a) Requisition:

Contractor: SCW

Item: Southern Software

Est. Cost: 4545

Required Delivery Date: 9/15/20

In accordance with reference (a) the following is submitted.

- a. A brief description of the intended use or application.

Independent Redaction software for CJIS evidence

- b. Description of the critical or unique features (patent, copyright, proprietary, etc) which show no other item or source can satisfy the City's need.

Case guard is the only product that include video redaction that does not require additional components. It is also the only redaction software that enables automatic redaction of documents, screens, and license plates. In addition it's the only software that allows for it to be installed on multiple PCs with 1 license.

- c. Describe the alternatives reviewed, which led to the conclusion that only this particular source of product can meet the requirement.

Any Alternatives will require us to completely change systems, or does not have the complete feature set we are looking for.

The above information must be certified as to the accuracy of the facts and representations contained in the request.

Department Head

City Manager

The above facts have been reviewed and approved for sole source procurement and the anticipated cost to the City will be fair and reasonable.