


# TOWN OF VIENNA

# Request For Waiver

Dept	Date	Dept Head Signature	Proposed Vendor	Amount
PD	06/11/2024	<small>DocuSigned by:</small>  <small>AD06532239134D1...</small>	06/11/24   10:17 AM EDT Tyler Technolgies	\$ 102,425.41

A Request For Waiver is required by the Town's Procurement Policies and Procedures. Check the box below that best applies.

<b>Sole Source/Proprietary</b>	<u>X</u>	<b>Emergency Procurement</b>	<u>    </u>	<b>Waive Purchase Procedures</b>	<u>X</u>
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**CHECK JUSTIFICATION(S) BELOW THAT APPLY TO THE PROPOSED PURCHASE AND SUPPLY DOCUMENTATION/EXPLANATION AS REQUIRED**

- X 1. Commodity/Service is from the original manufacturer or provider. There are no other distributors. (Findings must be documented below or attached)
- X 2. The product is an integral part of existing equipment. Other brands not interchangeable. (State manufacturer and model number of existing equipment below.)
- 3. Only known product that meets the specialized needs of the department to bring about continuity of results. (Explain in detail below or attached)
- 4. Staff has had extensive training and/or experience with the product. Purchase of other than proposed product would incur substantial cost in re-training. (Explain in detail below or attached)
- 5. Purchase of this item/service is of an urgent nature because it is essential to public health & safety. (Describe in detail below)
- 6. Unable to obtain 3 or more quotes for item/service (Explain in detail below or attached)
- 7. Competitive negotiation (or quotes) is either not practicable or not fiscally advantageous, as described below.
- 8. Confirming Purchase Order (Explain reason for expenditure without issuance of PO below)

**Explanation:**

The Town in 2018 executed contract with Tyler Technology to provide the Police Department with maintenance to our integrated Computer Aided Dispatch, Law Enforcement Records Management, and Mobile Data System. The standard software maintenance agreement (SSMA) is required to ensure that the system remains current and in proper working order by providing upgrades and new releases to the licensed standard software. The SSMA also provides routine telephone support and emergency 24-hour, seven day per week service.

Tyler Technology is the original manufacturer and provider of this software and therefore the sole source provider for the maintenance of the software. The amount being requested reflects a 5% increase from last year.

Council to consider on July 8, 2024

Reviewed by: DocuSigned by: Jerry Amacker Date: 06/11/24 | 10:24 AM EDT 283B0CC9025F4A7...  
 Purchasing Agent

Reviewed by: DocuSigned by: Steven D. Briglia Date: 06/11/24 | 11:30 AM EDT CED5D98EBB494F1...  
 Town Attorney

Reviewed and Approved by: DocuSigned by: Marion Surfass Date: 06/11/24 | 11:10 AM EDT D80B88B20E7D492...  
 Finance Director

Reviewed and Approved by: DocuSigned by: Hercy Payton Date: 06/12/24 | 4:15 PM EDT 5BF8A83E2009459...  
 Town Manager

