



## Single Source, Sole Source, or Purchasing Exception Waiver Request

(Public notice must be posted on collierclerk.com three business days prior to issuance of a Purchase Order)

DATE:	April 18, 2024	DEPARTMENTS:	Purchasing	ESTIMATED VALUE:	\$89,275.00
TYPE OF WAIVER:	Single-Source: <input type="checkbox"/>	Sole-Source: <input type="checkbox"/>	Purchasing Exception: <input checked="" type="checkbox"/>		
VENDOR/MANUFACTURER NAME:	DEX Imaging, Inc.				
ITEM OR SERVICE:	Lease of four new copiers for Administration, Inspector General, Finance, and Operations departments.				
Fiscal Impact (Explain)	ADM-Approx. \$7,241.00 per year for five(5) years CFI- Approx. \$2,974.00 per year for five(5) years OIG- Approx. \$5,181.00 per year for five(5) years OPS- Approx. \$2,459.00 per year for five(5) years Annual Total=\$17,855.00				
<i>Below check the category that pertains to your exception waiver. Please provide your justification in the space below marked <b>EXPLANATION</b> and attach supporting documentation.</i>					
<input type="checkbox"/>	<b>Emergency:</b>	There is a public health or safety issue that requires immediate product or service ( <i>i.e.</i> disasters).			
<input type="checkbox"/>	<b>One-of-a-kind:</b>	There is no competitive product (one-of-a-kind, and/or is available from one vendor. Provide explanation of research.			
<input type="checkbox"/>	<b>Compatibility/Follow-up:</b>	There is only one product or service capable of meeting existing conditions and the service can be obtained from one manufacturer.			
<input type="checkbox"/>	<b>No Substitute:</b>	A component or replacement part has no substitute and can be obtained from only one vendor.			
<input type="checkbox"/>	<b>Delivery Date:</b>	There is only one vendor who can meet the necessary delivery date.			
<input type="checkbox"/>	<b>Monopoly:</b>	The marketplace is controlled by a single source ( <i>i.e.</i> Post Office, Florida Power & Light, Sun-Sentinel, etc.)			
<input type="checkbox"/>	<b>Authorized Distributor:</b>	Provide a letter from the manufacturer stating single-source authorized distributor(s).			
<input checked="" type="checkbox"/>	<b>Other:</b>	See Explanation			
<b>EXPLANATION:</b>	We currently have a contract for ten(10) Kyocera copiers on a five(5) year lease from DEX Imaging, Inc. for all other departments. The current lease started in July 2022 and includes remote management which provides highly secure cloud-based monitoring, and fax capabilities for two(2) of those departments. Our IT department continuously works with DEX Imaging, Inc. to ensure all internal and local networking, cybersecurity, technology solutions are being met. Consistency among the copiers is imperative to maintain monitoring controls between our IT department and DEX Imaging. Comparative analysis was made to the Clerk's existing Xerox and County's piggyback contracts. DEX is \$133 more annually, for all four copiers, than the current older Xerox copiers/agreement and less than the County contract w/JM Todd Inc.				
<input type="checkbox"/>	<b>One Time Approval</b>	<input type="checkbox"/>	<b>One Year Approval</b>	<input checked="" type="checkbox"/>	<b>Multi-Year Approval</b>
<b>It is a felony to knowingly circumvent a competitive process for commodities or services by fraudulently specifying sole-source. Florida Statute 838.22(2).</b>					
Requested by Purchasing Agent:	Samuel Bogard			Date:	April 18, 2024
Crystal K. Kinzel – Collier County Clerk of the Circuit Court & Comptroller:				Date:	4/18/24