



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:	03/18/2024	DEPARTMENTS:	CIT / RECORDING	ESTIMATED VALUE:	\$83,000
TYPE OF WAIVER:	Single-Source: <input checked="" type="checkbox"/>	Sole-Source: <input type="checkbox"/>	Purchasing Exception: <input type="checkbox"/>		
VENDOR/MANUFACTURER NAME:	Entrust Solutions Group at Carahsoft Technology Corp.				
ITEM OR SERVICE:	HSM – Hardware Security Module for Digital Certificate management				
Fiscal Impact (Explain)	Purchase \$83,000 in Fiscal 2024, and hardware maintenance @ ~\$10,000 / yr				
<i>Below check the category that pertains to your exception waiver. Please provide your justification in the space below marked EXPLANATION and attach supporting documentation.</i>					
<input type="checkbox"/>	Emergency:	There is a public health or safety issue that requires immediate product or service (i.e. disasters).			
<input type="checkbox"/>	One-of-a-kind:	There is no competitive product (one-of-a-kind, and/or is available from one vendor. Provide explanation of research.			
<input checked="" type="checkbox"/>	Compatibility/Follow-up:	There is only one product or service capable of meeting existing conditions and the service can be obtained from one manufacturer.			
<input type="checkbox"/>	No Substitute:	A component or replacement part has no substitute and can be obtained from only one vendor.			
<input type="checkbox"/>	Delivery Date:	There is only one vendor who can meet the necessary delivery date.			
<input type="checkbox"/>	Monopoly:	The marketplace is controlled by a single source (i.e. Post Office, Florida Power & Light, etc.)			
<input type="checkbox"/>	Authorized Distributor:	Provide a letter from the manufacturer stating single-source authorized distributor(s).			
<input type="checkbox"/>	Other:	See Explanation			
EXPLANATION:	<p>Managing digital certificates is crucial to security, and an HSM is central to that management. In our exploration of solutions, we spoke to other Clerk offices who had already done precisely what we intended to do, and they confirmed the exact approach and hardware that they successfully purchased and now have in production. We reviewed their approach and equipment selection and completely agree that it is consistent with good practice for e-Certification of documents as well as the management of digital certificates more broadly and that is the hardware solution being proposed here.</p> <p>USE WITH E-CERTIFY: We had a months-long proof of concept to ensure the Entrust HSM model would work specifically with our Recording product(COR). As a result the Entrust HSM is the only product that is certified to work with COR.</p> <p>BROADER USE: The management of other digital certificates (beyond just the one used for e-Certified documents) is of particular interest because it allows us to make more extensive use of the HSM to further enhance security within the Collier Clerk's private network.</p>				
<input type="checkbox"/>	One Time Approval	<input type="checkbox"/>	One Year Approval	<input checked="" type="checkbox"/>	Multi-Year Approval
It is a felony to knowingly circumvent a competitive process for commodities or services by fraudulently specifying sole-source. Florida Statute 838.22(2).					
Requested by:	Kyle Briant			Date:	03/18/2024
Director Signature	Marc D Tougas			Digitally signed by Marc D Tougas Date: 2024.03.18 11:00:56 -04'00'	
Additional Signature (if needed)	Michael Netti			Digitally signed by Michael Netti Date: 2024.03.19 14:43:42 -04'00'	
Crystal K. Kinzel Collier County Clerk of the Circuit Court & Comptroller	Crystal K Kinzel				