



Suspension of Competition Acquisition Request

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1. Fully describe the product(s) and/or service(s) being requested.
The Sheriff-Coroner is requesting to (re) purchase VertiQ Case Management System (CME) which is a system used record, document, and collate case files, including weights and measures, specimen case tagging, overhead camera recording, invoicing & billing, body storage, CHP reporting, digital image files, specimen scanning/imaging, and public-facing records provision.
 2. Identify the selected vendor and contact person; include the address, phone number and e-mail address for each.
Vendor: VertiQ Software Corporation
Contact: Paula Lomanto, Sales Marketing
Address: 135 E. Main Ave Suite# 150, Morgan Hill, CA 95037
Phone: 1 (800) 222-7947
E-Mail: paula@vertiq.com
 3. What is the total cost of the acquisition? If an agreement, state the total cost of the initial term and the amounts for potential renewal terms.
Total Contract Cost (5yr term): \$258,980.00
One Time Conversion Cost to web-based System: \$66,480.00
One time Purchase of additional 10 user licenses: \$43,750.00
Initial Maintenance Term (2 yrs, 11.5 months): \$54,300.00 (July 15, 2019 through June 30, 2022)
Extended Maintenance term (2 years): \$39,210.00 (July 1, 2022 through June 30, 2024)
Customer Support and technical Assistance: \$7,000
Optional hosted service costs: \$48,240.00.
 4. Identify the unique qualities and/or capabilities of the service(s) and/or product(s) that qualify this as a Suspension of Competition acquisition.
VertiQ is the software developer and only provider of the current system currently utilized by the County.
VertiQ is the only provider who can maintain and support the system; and the only provider than can provide an upgrade of the existing system.
 5. Identify from Administrative Policy #34 what circumstances constitute a Suspension of Competition.
☐ In an emergency when goods or services are immediately necessary for the preservation of the public health, welfare, or safety, or for the protection of County property.
☐ When the contract is with a federal, state, or local governmental agency.
☐ When the department head, with the concurrence of the Purchasing Agent, finds that the cost of preparing and administering a competitive bidding process in a particular case will equal or exceed the estimated contract amount or \$2,500 whichever is more.
☐ When a contract provides only for payment of per diem and travel expenses and there is to be no payment for services rendered.
☐ When obtaining the services of expert witnesses for litigation or special counsel to assist the County.
☒ When in unusual or extraordinary circumstances, the Board of Supervisors or the Purchasing Agent/Purchasing Manager determines that the best interests of the County would be served by not securing competitive bids or issuing a request for proposal.
 6. Explain why the unique qualities and/or capabilities described above are essential to your department.
The County's Sheriff-Coroner currently utilizes VertiQ System for operational services. VertiQ is specifically designed to support Ther Sheriff-Coroner record, document, and collate case files, including weights and measures, specimen case tagging, overhead camera recording, invoicing & billing, body storage, CHP reporting, digital image files, specimen scanning/imaging, and public-facing records provision, related to deceased persons. The proposed VertiQ Agreement includes an upgrade of the Intranet CME software to a true Internet-based CME software version.

The proposed Agreement includes an upgrade of the CME software to a web-based version. The web-based version of CME includes all of the functionality of the current CME system, and incorporates the translation of many County-developed sub-applications to the new Internet-operating system. The web-based system will allow staff access in the field and in court. This system is widely used by many counties within California and allows the County the ability to customize the system to suit the County's specific needs.
 7. Provide a comprehensive explanation of the research done to verify that the recommended vendor is the only vendor with the unique qualities and/or capabilities stated above. Include a list of all other vendors contacted, what they were asked, and their responses.
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The Sheriff-Coroner has used VertiQ Software since the 1990s. The system is specifically customized to the service needs with detail financial and accounting with respect to report creation.

Staff previously researched one other option to utilize an operating system developed by the San Bernardino County. Ultimately, San Bernardino County determined that they did not wish to share their operating software, providing no other fiscally beneficial option with consideration for the previously-developed County of Fresno-specific applications written into the VertiQ software, and associated costs to transfer the County's operations to another platform. The County's use of alternate software would require costly expenditures due to the hours required to personalize their system to meet the Sheriff-Coroner's needs. In addition, County staff will require significant re-training for a new system. Acquiring a new system would also cause for a disruption in current program system functionality. The continued use of VertiQ Software is necessary for the Sheriff-Coroner's Office to perform its mandated services.

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Requested By:

Staff Analyst

Title

[\[✕ Sign\]](#) Double click!

I approve this request to suspend competition for the service(s) and/or product(s) identified herein.

thomas.trester 12/2/2019 11:03:29 AM

Department Head Signature

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gcornuelle 12/2/2019 11:09:19 AM

Purchasing Manager Signature

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